

City of Providence



Emergency Operations Plan (EOP)

Providence Emergency Management Agency
+ Office of Homeland Security

15 February 2015



I. Letter of Promulgation



Mayor of Providence

Angel Taveras

Letter of Promulgation

City of Providence

To All Recipients:

Transmitted herewith is the revised Emergency Operations Plan (EOP) for the City of Providence, Rhode Island. This plan supersedes any previous Emergency Operations Plan(s). It provides a framework in which City of Providence elected and appointed officials, department heads, and emergency services personnel can plan and perform their respective emergency functions during a disaster or national emergency.

This comprehensive Emergency Operations Plan attempts to be all inclusive in combining the four phases of Emergency Management, which are (1) **MITIGATION**: Those activities which may eliminate or reduce the probability of disaster; (2) **PREPAREDNESS**: Those activities which governments, organizations, and individuals develop to save lives and minimize damage; (3) **RESPONSE**: Those emergency operations that help prevent loss of lives, reduce property damage, and provide emergency assistance; and (4) **RECOVERY**: Those short and long term activities which return all systems to normal.

This plan is in consonance with FEMA's Comprehensive Preparedness Guide (CPG-101), the Emergency Management Accreditation Program (EMAP), with Federal, State, and City applicable statutes and understandings of the various departments involved.

All recipients are requested to advise Providence Emergency Management Agency Director of any changes that might result in its improvement or increase its usefulness.

A handwritten signature in black ink, reading "Angel Taveras".

Angel Taveras
Mayor

Effective Date: June 1, 2011

II. Record of Changes

Change Number	Section	Date of Change	Individual Making Change	Description of Change
<u>1</u>	Multiple pages throughout the document	8/31/2014	PEMA Staff	<p>Extensive revisions throughout the document to comply with the Americans with Disabilities Act; to include accessibility and functional needs considerations in regards to sheltering, communications and notification, and evacuation etc.</p> <p>For full list of revisions see: <i>PEMA EOP Accessibility and Functional Needs Planning Updates - Language Update and DOJ Crosswalk</i></p>
<u>2</u>	<u>Multiple</u>	<u>2/15/2015</u>	<u>DSI/Haystax edits, reviewed by PEMA Staff</u>	<p><u>Multiple revisions throughout the document to align with current Providence documents, programs, and initiatives; and to reflect the most updated language and initiatives that have been realized by the City of Providence.</u></p>

III. Record of Distribution

Date of Delivery	Number of Copies Delivered	Method of Delivery	Name, Title, and Organization of Receiver
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September 2014	<u>1</u>	<u>Electronic</u>	Municipal Court
September 2014	<u>21</u>	<u>Electronic</u>	City Departments
September 2014	<u>2</u>	<u>Paper</u>	Providence Emergency Management and Homeland Security
September 2014	<u>1</u>	<u>Electronic</u>	Rhode Island Emergency Management Agency
September 2014	<u>1</u>	<u>Electronic</u>	Rhode Island Department of Health

IV. Americans with Disabilities Act Compliance

The City of Providence has made extensive revisions throughout the EOP to comply with the Americans with Disabilities Act (ADA). Revisions to the plan include, but are not limited to accessibility and functional needs considerations in regards to sheltering, communications and notification, evacuation, etc. A full list of the revisions can be found in the document *PEMA EOP Accessibility and Functional Needs Planning Updates - Language Update and DOJ Crosswalk, completed in 2014*.

Per the report from City Solicitor's Office to the U.S. Department of Justice (DOJ) on October 4, 2014, the City has completed the necessary revisions to the EOP, so that the plan conforms to Chapter 7 of the ADA Tool Kit, as required by the DOJ. Further details from the City Solicitor's report can be found in the document titled *October 4 2014 Compliance Letter*.

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PART I - BASIC PLAN

SECTION 1.0 INTRODUCTION

1.1 Purpose

This Basic Plan addresses the City of Providence's planned response to extraordinary emergency situations associated with natural disasters, technological incidents, terrorism, and weapons of mass destruction (WMD). It provides operational concepts relating to various emergency situations, identifies components of an organized emergency response and describes the overall responsibilities and actions required to save lives, protect property, and mitigate suffering.

The plan predetermines, to the maximum extent possible, actions to be taken by the City of Providence, both by its elected and appointed officials, the Providence Emergency Management Agency (EMA), and by cooperating private organizations, to help prevent or minimize effects from disasters. This plan also recognizes the four phases of emergency management: preparedness, response, recovery, and mitigation.

If this plan is to be effective, its contents must be known and understood by those who are responsible for its implementation. The City of Providence EMA Director will brief appropriate local officials concerning their roles in emergency management and in particular their responsibilities as described in this plan.

This plan will be periodically exercised (simulated emergency) to provide practical controlled emergency operations experience to those who have direction and control responsibilities and test plans, procedures, and equipment to ensure local readiness. This plan will be executed upon order of the Providence Mayor, EMA Director, or duly authorized representative in the existence or threat of a local emergency.

This plan may also be activated, at the time of an actual disaster event, under any of the following conditions:

- When proclaimed by the Mayor
- When the Governor of Rhode Island has proclaimed a "State of Emergency" in an area that includes the community
- On receipt of a NTAS Imminent Threat Alert
- By a Presidential Declaration of a National Emergency

This plan shall be effective upon approval by the Mayor. This plan applies to all City of Providence agencies, boards, commissions, and departments and other entities assigned emergency responsibilities.

1.2 Scope

The City of Providence Emergency Operations Plan (EOP) addresses the city's planned response to extraordinary emergency situations associated with natural

disasters, technological accidents, terrorism, and WMD. This plan does not replace the established, routine procedures used in coping with normal day-to-day emergencies. Instead, the operational concepts reflected in this EOP focus on emergencies and disasters that can generate unique situations, requiring extraordinary responses. The situations addressed by this plan are those in which the actions of many different agencies must be coordinated. Such disasters pose major threats to life and property and can impact the well-being of large numbers of people.

The EOP should be considered as a preparedness document to be read, understood, and exercised before an emergency. The plan incorporates aspects of the National Response Framework and contains consistencies with the State of Rhode Island Emergency Management Agency (RIEMA) EOP. The activity undertaken under this City of Providence EOP shall be coordinated using the Incident Command System (ICS) and the National Incident Management System (NIMS), in accordance with Homeland Security Presidential Directive (HSPD) #5 and the Comprehensive Preparedness Guide (CPG) 101, v.2.0 (2010).

This EOP has been organized into three parts:

- Part I is the basic plan which provides overall organizational and operational concepts for responding to various types of identified hazards that may impact the City of Providence.
- Part II consists of Emergency Support Function (ESF) Annexes. While the Basic Plan provides information relevant to the EOP as a whole, the ESF Annexes concentrate on responsibilities, tasks, and operational actions that pertain to the function being covered. The function of each ESF is cited in Table 1.
- Finally, Part III of this EOP includes the support annexes, incident annexes, and attachments that support the ESF annexes, which enumerate hazard-specific responses. Based on the hazards identified and prioritized by the City of Providence, they recommend modifications to operations and procedures identified in the annexes.

Agencies assigned emergency responsibilities within this plan are expected to prepare appropriate supporting Standard Operating Procedures (SOPs), some of which are "For Official Use Only" (FOUO) and therefore are not appended to this plan. Such procedures, standing orders, checklists, and call-down lists shall be periodically reviewed and updated to maintain an acceptable level of preparedness.

SECTION 2.0 SITUATION AND ASSUMPTIONS

2.1 Situation

2.1.1 Specific Hazards

According to the U.S. Census, the City of Providence is the second fastest growing city in the Northeast with over 173,618 people. The City of Providence has identified and prioritized hazards that can affect the community through the development of the City of Providence Multi-Hazard Mitigation Plan. The hazard identification and risk assessment (HIRA) process, last updated in 2014, forms the basis for this plan. Based upon history, vulnerability, threat and probability, the following natural and man-made hazards are identified in order of priority:

- Tropical or Extratropical Cyclones (e.g. Hurricane)
- Flooding
- Winter Storms
- Communicable Disease (Pandemic)
- Extreme Temperatures
- Fire

All hazards of significance as listed above have destructive and/or disruptive potential and will place demands on response resources available to the city. Other hazards may affect the City of Providence, such as terrorism and weapons of mass destruction.

Threats from foreign governments and terrorist groups cannot be taken lightly. Advances in weapons' lethality and sophistication, the open nature of a democratic society, and the vulnerability of Rhode Island's critical facilities and networks combine to form an environment that poses extreme problems and unique challenges. The City of Providence has examined critical facilities within the community with the intent of setting priorities for the deployment of law enforcement officials if the municipality is ever confronted with a terrorist threat and/or when threat levels are raised.

2.1.2 Capability and Resources

The City of Providence maintains capabilities and resources to prevent or limit the loss of life and damage to property in the event of an emergency or disaster. Emergency operations will incorporate mutual aid but will not be entirely dependent on it. Military assistance, if available, will complement but not substitute for local civil action.

The following city agencies and departments in Providence provide resources and capabilities:

- City Administration
- City Operations
- Office of Neighborhood Services (ONS)
- Police Department
- Department of Information Technology (IT)

- Fire Department / EMS
- Public Works
- Planning and Development
- Providence Public School Department
- Emergency Management
- Department of Telecommunications
- Parks Department
- Department of Human Resources
- Department of Inspection and Standards
- Providence Water Supply Board
- Law Department

These resources can be effectively employed to minimize or eliminate the loss of life and damage to property in the event of an emergency or major disaster. The city has compiled, identified, and typed all resources available to emergency operations in an annex to the City of Providence's Resource Management Plan (RMP).

2.1.3 Infrastructure and Services

A map of the City of Providence with critical facilities identified and a listing of critical city facilities can be found in the PEMA Reference Library. Other municipal facilities that are relevant to emergency management are also included.

The City of Providence is served by the following major highways:

- Route 6
- Route 7
- Route 10
- Route 44
- Interstate 95
- Interstate 195

Providence is served by several means of public transportation. Rhode Island Public Transit Authority provides bus service to communities in Rhode Island. Rhode Island's T.F. Green Airport, located in Warwick, less than 30 minutes outside of Providence, was recently expanded and upgraded. It provides both international and domestic jet service. Amtrak and Massachusetts Bay Transit Authority provides rail service from stations in Providence while Amtrak offers additional service from Kingston.

Providence is served by the following public utilities:

- Electricity is supplied by National Grid
- Natural gas is supplied by National Grid
- Water is supplied by the Providence Water Supply Board from the Scituate Reservoir
- Waste water is managed by the Narragansett Bay Commission
- Telephone service and Internet access is provided by Verizon and Cox Communication

2.2 Assumptions

The City of Providence will first use its own city resources in most small to medium scale disaster situations. When local resources are exhausted (or will soon be exhausted) the city will likely request additional assistance and/or resources from other local jurisdictions and the State. When State resources are limited, plans have been established to coordinate using the Regional Catastrophic Coordination Plan (RCCP). These plans are based on Providence planning for, and being prepared to carry out disaster response and short-term recovery operations on an independent basis.

Disasters can occur with or without public warning. The city can increase its readiness for such events through the use of preparedness measures such as training, testing, completing drills, and exercising plans.

The possible occurrence of an emergency or major disaster requires that officials of Providence EMA and the emergency staff of other government agencies be aware of and be ready to execute this plan. City officials will fulfill their responsibilities during a disaster by executing this plan and supporting procedures and will gather as an Emergency Response Team (ERT) at the Emergency Operations Center (EOC). The proper execution of this plan will serve to reduce or prevent the loss of life and damage to property. To improve the effectiveness of this plan, it will be reviewed by all departments annually on July 1 and updated as necessary.

It may be necessary to request assistance from various non-governmental organizations and private entities, as well as state and federal sources, depending on the severity and magnitude of the disaster situation. To this end, necessary mutual aid agreements have been formulated and can be found in the PEMA Reference Library.

SECTION 3.0 CONCEPT OF OPERATIONS

3.1 Objectives of Emergency Management

Although at times state or federal assistance may be available, it is the responsibility of each department or agency head in the City of Providence to address the emergency needs of an emergency or major disaster. City government has the primary responsibility for overseeing the phases of emergency management, in accordance with the National Incident Management System (NIMS).

3.1.1 Protect Public Health and Safety and Prevent Loss of Life

This objective includes undertaking efforts to save human life; rescue endangered people; treat the injured; warn the public to avoid further casualties; evacuate people from impacted area; direct people to shelter and mass care; ensure provision of necessary medications and vaccinations; monitor and regulate sources of food and water; and save animals.

3.1.2 Assure Continuity of Government and Government Operations

This objective provides for lines of succession for elected and appointed officials; and assures that critical functions of government can be reconstituted and conducted with minimal interruption.

3.1.3 Mitigate Potential Loss and Damage

This objective aims to prevent damage from a similar emergency that may occur in the future.

3.1.4 Prepare the City in Advance of an Emergency

This objective includes developing action plans on how to respond to and recover from emergencies, training staff on how to perform the duties and responsibilities, exercising the plans, and modifying the plans based on the experiences.

3.1.5 Respond to and Recover from an Emergency or Disaster Event

This objective addresses the immediate and short-term effects of the onset of an emergency or disaster. It helps to reduce casualties and damage and to speed recovery. Response activities include direction and control, warning, evacuation, shelter, and other similar emergency operations.

3.1.6 Long-Term Recovery

This objective aims to restore essential infrastructure, including utilities, as well as the economic basis of the community.

3.2 Phases of Emergency Management

Providence will meet its responsibility for protecting life and property from the effects of emergency events by acting within each of the following four phases of emergency management. While developing programs and activities in these phases, the city must also assure that the city government will be able to react and continue to operate and provide critical services when an emergency strikes. The city has adopted NIMS and uses it in all phases of emergency management.

3.2.1 Mitigation/Prevention

Mitigation is any action that prevents an emergency from occurring or reduces the impact of an emergency on people, property and the environment. Mitigation efforts include adopting and enforcing building codes, land use planning, training and education of the public on the need for mitigation, and implementing structural and non-structural safety measures.

Prevention helps protect lives and property before an emergency occurs. Prevention measures help avoid emergencies, or they can intervene to stop an emergency from occurring. Measures involve applying intelligence and other analysis to a range of activities, such as heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance; immunizations, isolation or quarantine; and specific law enforcement operations aimed at deterring or preempting illegal activity. Prevention activities also include educating citizens about protective actions, such as creating an emergency kit.

City departments will utilize the existing public safety mandates of the Providence City Code to include land use management and building codes, and recommend to the Mayor legislation required to improve the emergency resilience of the city.

3.2.2 Preparedness

Preparedness activities consist of almost any pre-emergency action that will improve the safety or effectiveness of emergency response. Preparedness activities have the potential to save lives, lessen property damage, and increase individual and community control over the subsequent emergency response.

City departments will prepare for emergencies by maintaining detailed emergency plans and procedures to accomplish the tasks expected of them. Plans and procedures will allow departments to integrate their individual capabilities into the city-wide emergency response and recovery effort. City departments will ensure that their employees are trained to implement emergency and emergency procedures. Departments will validate their readiness for an emergency through internal drills and participation in city-wide exercises. Other governmental jurisdictions within and outside city boundaries may also be encouraged to participate in these exercises. Exercise results will be documented and recommendations implemented to improve the city's preparedness for an emergency. The city will revise the EOP based on ongoing inclusive planning and exercise activities.

3.2.3 Response

Response is the use of resources to address the immediate and short-term effects of an emergency. Emergency response efforts can minimize suffering, loss of life, and property damage as well as maintain or speed the restoration of essential government services. More information on the restoration of city functions can be found in the City of Providence's Continuity of Operations Plan (COOP).

When initiating the response operation, the city will conduct an initial assessment of the situation, determine the need to alert others, and take appropriate actions to reduce the risks and potential impacts of the emergency. This will include coordinating the movement of people away from the identified hazard or incident location. See Annex H - Evacuation (Protective Actions) and the Providence Fire Department Evacuation Plan for the Port of Providence.

Response actions involve activating the Emergency Operations Center (EOC) for coordination of ESFs, dictated by the EOC SOP. See 3.3.2 below for information on the Providence EOC.

Emergency Management serves as the primary coordination point, facilitating the exchange of information by issuing and transmitting emergency alert and warnings, activation of notification systems, establishment of communication amongst first responders and the EOC as well as between the Providence and the State of Rhode Island, as dictated by the Communication System

Support Annex (CSSA) and the Communications Smart Book Volumes I-IV.

3.2.4 Recovery

Recovery activities return the city to a pre-emergency state. Examples of recovery efforts, which may include a continuation of ESFs, include conducting detailed damage assessments; removing debris; restoring essential services, critical facilities and infrastructure; rebuilding homes; and providing assistance to businesses.

There is not a definitive point after the emergency occurs where the response phase ends and the recovery phase begins. In many cases, recovery begins during response, after immediate life safety issues have been addressed. Many long-term recovery programs may be integrated into the day-to-day project activities of the departments rather than be managed from the EOC.

3.3 City of Providence Emergency Management

3.3.1 Chief Executive Official (CEO)

The CEO for the City of Providence is the Mayor. The initial response in an emergency will be by the City of Providence utilizing its own resources. City Ordinance designates the Providence Emergency Management Agency (PEMA) as the lead agency for the coordination of all natural and man-made events. The Mayor is ultimately responsible for protecting lives and property in an emergency or disaster situation. By law, the Mayor leads the ERT and has the authority to direct operations within the City of Providence in the event of a disaster. The CEO's responsibility is to minimize the loss of life and reduce property damage. Restoration of property during the recovery phase will require close cooperation and coordination with PEMA.

The Mayor has the authority to "Declare a State of Emergency," for the City of Providence. A sample form for the declaration of a local disaster is included in Attachment 1 of this plan.

When assistance from outside the community is required, it will be requested by the execution of mutual aid agreements with other jurisdictions and agencies identified in this plan. Should there be a need for public shelters, Providence's agreement with the American Red Cross Rhode Island Chapter will be exercised. Should State assistance be required, specific requests shall be routed to the Rhode Island Emergency Management Agency (RIEMA). If the level of assistance is beyond the State of Rhode Island's capabilities, RIEMA will coordinate requests to the Emergency Management Assistance Compact (EMAC) and to the Federal Emergency Management Agency (FEMA). RIEMA can also assist by coordinating a request for a presidential declaration for an emergency or major disaster declaration.

Depending upon the severity and magnitude of the emergency, it may be necessary to suspend some routine municipal activities. The Mayor has the authority to "Declare a State of Emergency," for the City of Providence. During and shortly after an emergency incident, a determination whether to divert resources into response and short-term recovery activities will be made.

3.3.2 Emergency Operations Center (EOC)

An EOC has been established at the Providence Emergency Management Agency, 591 Charles Street. An alternate EOC has been established at the Public Safety Complex, 325 Washington Street. The Emergency Operation Center (EOC) provides a central location where the Mayor, ESF lead agency representatives, and senior decision makers will gather to provide a coordinated response. These decision makers make up the ERT.

The City of Providence has adopted the Incident Command System (ICS) to command, control and coordinate the use of emergency management resources and responder personnel. The Emergency Operation Center (EOC) Standard Operating Procedures (SOP) details the operation of the EOC for all major incidents. Direction and control operations will be conducted from the EOC with the use of NIMS/ICS. The Mayor may request that city employees and volunteers be re-assigned from their normal duties to assist emergency operations in the EOC, as a pre-identified ESF lead or to support emergency operations under ICS on scene or in the field.

The DHS has developed a two level threat advisory scale used to alert the nation of impending threats to the country's security. During the highest threat level (Imminent Threat Alert), the EOC will be activated or at least placed on a stand-by basis.

The EOC will be opened at the following levels as appropriate to the requirements of the incident, as dictated by the EOC SOP (page 17):

- Level 0- Normal
- Level 1- Watch
- Level 2- Heightened
- Level 3- Operational

The ESF annexes contain functional assignments. These functions closely parallel regular day-to-day duties. Available material resources and personnel will be employed to the fullest extent possible before seeking outside assistance.

3.3.3 Functional Needs Support Services (FNSS)

The City of Providence's officials and emergency personnel must meet the needs of Functional needs populations. Functional needs populations are defined as populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care.

These are groups whose needs are not fully addressed by traditional service providers or who feel they cannot comfortably or safely access and use the standard resources offered in disaster preparedness, relief, and recovery. These may include, but are not limited to, people with sensory, mobility/physical and/or cognitive disabilities; non-English speakers, the economically disadvantaged, and/or the transportation disadvantaged.

State and local governments must comply with Title II of the ADA in emergency and disaster-related programs, services and activities they provide. This requirement applies to programs, services and activities provided directly by state and local governments as well as services provided through third-parties, contractors, private non-profits and religious entities. Under Title II of the ADA, emergency programs, services, activities and facilities must be accessible to persons with disabilities and generally may not use eligibility criteria that screen out or tend to screen out people with disabilities. The ADA also requires making reasonable modifications to policies, practices and procedures when necessary to avoid discrimination against a person with disabilities and taking the steps necessary to ensure effective communication with people with disabilities.

Per FEMA, Functional Needs Support Services (FNSS) are defined as services that enable individuals to maintain their independence in a general population shelter. They may have physical, sensory, mental health, cognitive and/or intellectual disabilities affecting their ability to function independently without assistance. The city will plan for the inclusion of these populations into general population shelters, during evacuations, and other emergency operations with reasonable accommodations and with FNSS available to those individuals.

Special populations planning must consider some additional items:

- Notifications, alerts, and public communication must be conveyed across multiple communication methods to ensure all residents are able to receive and understand the emergency messages.
- Communication assistance and services when completing the shelter registration process and other forms or processes involved in applying for emergency-related benefits and services including Federal, State, tribal, and local benefits and services;
- Durable Medical Equipment (DME), Consumable Medical Supplies (CMS), and/or Personal Assistant Services (PAS) that assist with activities of daily living;
- Access to medications to maintain health, mental health, and function;
- Available sleeping accommodations (e.g., the provision of universal/accessible cots or beds and cribs; the placement, modification, or stabilization of cots or beds and cribs; the provision and installation of privacy curtains);
- Access to orientation and way-finding for people who are blind or have low vision;
- Assistance for individuals with cognitive and intellectual disabilities;
- Auxiliary aids and services necessary to ensure effective communication for persons with communication disabilities;
- Access to an air-conditioned and/or heated environment (e.g. for those who cannot regulate body temperature);
- Refrigeration for medications;
- Availability of food and beverages appropriate for individuals with dietary restrictions (e.g., persons with diabetes or severe allergies to foods such as peanuts, dairy products and gluten);

- Providing food and supplies for service animals (e.g., dishes for food and water, arrangements for the hygienic disposal of waste; and, if requested, portable kennels for containment);
- Access to transportation for individuals who may require a wheelchair-accessible vehicle, individualized assistance, and the transportation of equipment required in a shelter because of a disability;
- Assistance locating, securing, and moving to post-disaster alternative housing, which includes housing that is accommodating to the individual's functional support needs (e.g., accessible housing; housing with adequate space to accommodate DME; or housing located in close proximity to public transportation, medical providers, job or educational facility, and/or retail stores); and
- Assistance with activities of daily living such as:
 - eating
 - taking medication
 - dressing and undressing
 - transferring to and from a wheelchair or other mobility aid
 - walking
 - stabilization
 - bathing
 - toileting
 - communicating

Local and state governments must include functional needs populations in all areas of emergency management planning and operations, including but not limited to response planning, communications/notification procedures, evacuation procedures, mass care service delivery and recovery services. Support for services can include but is not limited to redundant power sources, multiple providers of medical, mental health, veterinary services, alternate communication providers, diverse food service suppliers, accessible transportation methods and CMS/DME suppliers.

The inclusion of planning for populations with functional needs is a citywide responsibility that is overseen by the City Law Department's ADA Coordinator. This person is ultimately responsible for the proper planning and execution of special needs population considerations throughout the City.

PEMA, with the support of the ADA Coordinator, The Mayor's Office of Neighborhood Services, the Mayor's Office for Senior Services, the Human Relations Commission, and other departments, will engage members of the Accessibility and Functional Needs populations in the emergency planning and preparedness process to ensure that plans, policies, procedures, and training are inclusive and supportive of all persons that may need emergency services during a disruptive event. This includes integrating representatives of the Accessibility and Functional Needs populations into the membership of the Providence Emergency Management Advisory Council (PEMAC).

The Rhode Island Departments of Health and Rhode Island Emergency Management Agency (RIEMA) maintain a confidential list of these

populations in the Rhode Island Special Needs Emergency Registry (RISNER). In the City of Providence, the Emergency Management Agency has confidential access to all Providence residents within the Special Needs Emergency Registry. The Providence Emergency Management Agency (PEMA) uses this list to provide preparedness information and notification of emergency events. The Registry information is available in four languages. Additional information is included in ESF 8: Public Health and Medical Services.

Additionally, PEMA leverages other state resources from the Rhode Island's Governor's Commission on Disabilities and the HEALTH Office of Special Health Care Needs for support and information.

The city maintains preprinted emergency information in Spanish for the benefit of citizens whose primary language is not English.

3.3.4 Records

Preservation of important records, to ensure continued municipal operations both during and following major disasters, is the responsibility of the elected and appointed officials. Legal documents of both a public and private nature recorded by a designated official (i.e., city clerk, tax assessor, tax collector) must be protected and preserved in accordance with State and City of Providence public laws. (Examples of records that must be preserved are: ordinances, resolutions, and minutes of meetings, land deeds, and tax records.)

3.4 State and Regional Relationships

3.4.1 Operational Areas (OAs)

Each of the thirty-nine (39) cities and towns in the State of Rhode Island is designated as a separate operational area. The City of Providence is an "operational area" in itself and yet could be part of a countywide or statewide area for managing major emergency operations depending upon the area of damage.

3.4.2 County

The City of Providence is located in Providence County. While Rhode Island state government, including RIEMA, will work with the City of Providence directly, in response, federal processes make disaster designations by county, so it is important that damage assessments be collected county-wide and forwarded to the state.

3.4.3 Mutual Aid

The City of Providence maintains certain mutual aid agreements with other jurisdictions to coordinate provisions of mutual assistance across municipal boundaries during emergencies. Mutual aid agreements have been developed with nearby jurisdictions, the State of Rhode Island, and the Regional Catastrophic Preparedness Team (RCPT).

3.4.4 State Support

The RIEMA will coordinate state level emergency operations. In case of a major disaster, RIEMA plays an important role providing direct support to the local level and in serving as a conduit for obtaining and providing resources from state agencies and from outside the state through the EMAC and the Regional Catastrophic Coordination Plan (RCCP).

3.5 Federal Relationships

The FEMA has a regional office located in Boston, Massachusetts, that serves Rhode Island as the main federal government contact during natural disasters and national emergencies. During a major disaster or incident of national significance, FEMA will coordinate response out of the Region I Regional Response Coordination Center located in Maynard, Massachusetts. A Federal Coordinating Official may be appointed to handle federal assistance to the affected areas. This support will be coordinated through RIEMA.

3.6 Military Support

Military support to civil authorities is accomplished as follows: The Rhode Island National Guard (RING) Joint Forces Headquarters will accept requests for military support only from the RIEMA.

Military assistance is meant to complement and not be a substitute for local participation in emergency operations. Military forces, if made available, will remain at all times under military command but will support and assist Providence forces. Mission-type requests will be formulated, to include objectives, priorities, and other information necessary to accomplish what is needed in Providence. Military support will be coordinated through ESF 5. Memoranda of agreement (MOA), arranged through RIEMA, may be necessary, when equipment loans are required.

4.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

4.1 State Authority

4.1.1 Emergency Authority – State of Rhode Island

Authority for emergency actions and powers are in Title 30, Chapters 30-15, General Laws of Rhode Island, as amended. Examples of such authorities are:

- Executive Orders
- Emergency Agreements and Understandings
- Declaration of State of Emergency
- Forced Evacuation
- Emergency Contracts and Expenditures

- Certain Liability Protection

The RIEMA has the overall responsibility for coordinating state-level disaster operations. Local governments are expected to provide regular situation reports to RIEMA for incorporation in reports to the Governor and FEMA.

4.2 Emergency Authority – City of Providence

4.2.1 Local Emergency Management Organization

The City of Providence's Emergency Management Agency was established under the Code of Ordinances.

Providence's Emergency Management Agency, at the direction of the Mayor, will coordinate the existing departments that have emergency management responsibilities with the resources of private organizations having emergency management functions.

The Providence Emergency Management Agency is responsible for implementing policies related to emergency management programs and activities.

The leader of each City of Providence department or agency directs its own primary responsibilities consolidated under the Mayor. During emergency operations, support activities provided to other departments or agencies are coordinated by the Providence Emergency Management Director to maximize results.

Emergency functions at the city level are accomplished by most departments/agencies in addition to normal duties. Such emergency functions closely parallel or complement normal day-to-day activities. Each Providence department/agency is responsible for developing and maintaining its own emergency Standard Operating Procedures and COOP, some of which may be confidential or on a need to know basis. Each Providence department/agency will also ensure that they have a clear understanding of their roles and responsibilities and the necessary capability for their corresponding ESFs. Lead agencies will update their ESFs regularly and disseminate updated ESFs to the necessary their partners. Specific responsibilities are outlined and further defined in the incident annexes and ESF annexes.

4.2.2 Chief Elected Official (CEO) Duty and Power

As CEO, the Mayor has the ultimate responsibility for direction and control over City of Providence activities related to emergencies and disasters. The Mayor may declare a State of Emergency (see Attachment 1 for template), activate the EOC or if conditions prevent, activate use of the alternate EOC.

Subject to any applicable requirements for compensation under RI § 30-15-11, the Mayor may as authorized by RI § 30-15-12b:

- Commandeer or utilize any private property deemed necessary to cope with the disaster emergency;

- Direct and compel the evacuation of all or part of the population from any stricken or threatened area within the jurisdiction if such action is deemed necessary for the preservation of life, take other disaster mitigation, response or recovery measures;
- Prescribe routes, modes of transportation, and destinations in connection with evacuation;
- Control ingress and egress to and from a disaster area, the movement of persons within the area, and the occupancy of premises therein; and
- Suspend or limit the sale, dispensing or transportation of alcoholic beverages, firearms, explosives and combustibles.

In the event that the City of Providence becomes isolated from the state government and all communications with higher authority within the state have been disrupted due to a disaster emergency, the Mayor may do all things necessary to effectively cope with the disaster that are consistent with the provisions of applicable state statutes.

The Mayor shall have powers and duties with respect to disaster preparedness similar to those of the Governor on the state level, not inconsistent with other provisions of law.

Upon delegation of authority by the Mayor, the director of the Providence Emergency Management Agency acts on behalf of the Mayor in coordinating and executing City of Providence activities to cope effectively with emergency incidents.

4.3 Responsibilities

4.3.1 Providence Emergency Support Functions (ESF)

The City of Providence uses an ESF construct to prepare and organize functions that may be needed in emergency response. Through ESFs, city departments and other agencies and organizations plan, train, and exercise to prepare to carry out their emergency response roles. Each ESF includes multiple departments and agencies, and for each ESF, a lead or primary agency is designated. The lead agency is responsible for leading ESF preparedness activities and coordinating the activities and expertise of other agencies in the Emergency Operation Center (EOC) Emergency Support Functions (ESFs).

Emergency Response Team (ERT) Departmental Assignments provides a matrix identifying primary/support responsibilities for the response functions, identified in Attachment 3 of this EOP.

4.3.2 State/Federal Support Functions (RIEMA/FEMA)

Assistance with the following emergency management activities can be provided by state and federal resources to supplement local resources:

- Damage Assessment (FEMA Public Assistance, Rhode Island Department of Transportation engineers, Coastal Resources Management Council)

- Human Services (crisis counseling, etc.)
- Law Enforcement (state police, military police)
- Health and Medical Services (Rhode Island Department of Health, medical examiner, Laboratory Services, Quarantine Control, Mental Health Services)
- Resources (equipment, personnel, supplies, warehousing, donations)
- Financial Assistance (record keeping, matching funds, and grants)
- Training and exercises (RIEMA)
- Mitigation: Hazard mitigation grants can be applied for by any community in any county following a disaster declaration (Section 406 of the Stafford Act).
- Small Business Administration (SBA): Has several assistance programs; SBA also designates assistance following disasters by county.

At the Governor's request, The Stafford Act allows Presidential Emergency/Disaster Declarations may include the following categories of assistance:

- Public Assistance:
 - Category A- Debris Removal
 - Category B- Protective Measures
 - Category C- Roads and Bridges
 - Category D- Water Control Facilities
 - Category E- Public Buildings
 - Category F- Public Utilities
 - Category G- Other
- Individual Assistance:
 - Disaster Housing Program
 - Individual and Households Program
 - Disaster Unemployment Assistance

See ESF 14 for information on long-term recovery.

5.0 ADMINISTRATION AND LOGISTICS

5.1 Administration

Some local administrative procedures may be suspended, relaxed, or made optional under threat of disaster. Such actions should, however, be carefully considered, and the consequences should be projected realistically. Clearly, it is desirable that there needs to be proper administration to facilitate operations in order to carry out appropriate disaster response actions. The following considerations need to be addressed: management and administrative needs, general support requirements, availability of services, record-keeping and logistics related to an emergency. Certain other areas of concern are detailed in annexes to this plan. Departures from normal business and methods should be noted.

The Mayor may direct the procurement of supplies and equipment required by City of Providence departments during disasters. Legal authority required for such procurement is found in RI § 30-15.

City government employees with emergency responsibilities and similarly authorized non-governmental organizations provide their employees with an identification card or pass that includes a picture. Volunteers in a disaster are to be enrolled, have background checks completed, and are issued an identification card, when time permits. Emergency management identification cards for employees and volunteers are issued in Providence by various authorized City Departments. Volunteers are duly enrolled and are organized through the Community Emergency Response Team (CERT) and Red Cross Volunteer Shelter programs, as described in Annex XVI, ESF16, Volunteers and Donations.

5.1.1 Records and Reports

During emergency conditions, the City of Providence EMA will provide regular situation reports to the state EOC by the most practical means, normally by Internet-based technology, telephone or radio, reporting local information related to the disaster. An example situation report is included in Attachment 3.

Records of expenditures and obligations during emergency operations must be maintained by the City of Providence employing its own bookkeeping procedures. Emphasis must be placed on meeting applicable audit requirements.

The RIEMA and the PEMA will request reports from relief agencies and other non-governmental organizations for inclusion in situation reports. Narrative and log-type records of response actions are required. Reports required or requested will be submitted in accordance with federal, state and city directives.

Responsibility for submitting the City of Providence's post-disaster after-action report and recommended areas for improvement to RIEMA rests with the Mayor.

As part of the after-action review process, PEMA will keep a record of procedures followed and resources utilized in an emergency event to assess the validity of the hazard analysis in the City Multi-Hazard Mitigation Plan, as well as identify future resource needs for emergency operations in response to those hazard events.

5.1.2 Consumer Protection

Consumer complaints pertaining to alleged unfair or illegal business practices will be referred to the state Attorney General's Consumer Protection Division.

5.1.3 Nondiscrimination

There will be no discrimination on grounds of race, color, religion, nationality, sex, age, or economic status in the execution of disaster preparedness or disaster relief and assistance functions. This policy applies equally to all

levels of government, contractors, and labor unions. The Mayor will designate a civil rights compliance officer, as necessary.

Additionally, the mayor and PEMA are committed to providing consistent emergency services to all City residents and visitors regardless of physical, sensory, or cognitive disability or other functional needs. The Mayor has designated an ADA coordinator from the City Law Department to coordinate accessibility and functional needs considerations throughout the City and its departments.

5.1.4 Environmental Policy

The Rhode Island Department of Environmental Management will assist local, state, and federal agencies in the implementation of the National Environmental Policy Act. Environmental policy will be followed particularly with respect to debris removal and disposal.

5.1.5 Availability of Materials

The FEMA Regional Director may, at the request of the Governor, provide for a survey of materials needed in a disaster-affected area and take appropriate action to ensure the availability and fair distribution of such resources. Requests to the Governor should be made from the Mayor via the RIEMA using the best available communications.

5.1.6 Duplication of Benefits

A duplication of benefits most commonly occurs with insurance settlements. No individual, business concern, or body politic will receive assistance with respect to any loss for which the individual, business concern, or body politic has received financial assistance under any other program. In most cases, insurance claims must be filed before other forms of compensation can proceed. Grant or cash donations provided by a private or public benefactor also may constitute a duplication of efforts.

5.1.7 Use of Local Firms

When major disaster assistance activities are carried out by contract or agreement with private organizations, firms, or individuals, preference will be given, to the extent feasible and practicable, to those organizations, firms, and individuals residing or doing business primarily in the affected area.

5.1.8 Management of Personnel (Paid and Volunteer)

Personnel, both paid and volunteer, who are killed or who sustain disability or injury while in training for or on disaster response duty shall be construed to be employees of the State of Rhode Island, any other provisions of the law to the contrary notwithstanding, and shall be compensated in like manner as state employees are compensated under the provisions of RI § 30-15-15.

5.1.9 Agreements and Understandings

Should the City of Providence resources prove to be inadequate during emergency operations, requests may be made for assistance from other local jurisdictions, higher levels of government, and other agencies in accordance with existing or emergency negotiated mutual aid agreements. Such assistance may take the form of equipment, supplies, personnel, or other

available capabilities. All agreements and understandings will be entered into by duly authorized officials and will be formalized in writing. Mutual aid agreements are maintained by PEMA Director.

5.2 Logistics

All City of Providence government personnel with an emergency operating responsibility who requisition supplies should use a receipt system that indicates date, items requisitioned, establishment providing resources, and requisitioning agent. Personnel who requisition property, supplies or equipment will keep a duplicate copy of receipts given, as a basis for later settlement of claims.

All checkpoints and mobile units should be provided with a listing of critical facilities that must be kept in operation during emergencies. A list of resources available to the City is referenced in Annex D in the Resource Management Plan available at the PEMA Reference Library.

6.0 PLAN DEVELOPMENT AND MAINTENANCE

The PEMA Director, with input from the Providence Emergency Management Advisory Council (PEMAC) and City Departments will be responsible for ensuring that an annual review of this plan is conducted by all involved officials. The primary responsibility for coordinating any revision of this plan belongs to the Providence EMA Director, who is charged with keeping its appendices, annexes, attachments and figures current and ensuring that ESFs and agencies with roles in ESFs develop and maintain SOPs and other reference documents for execution of their responsibilities. All agencies will be responsible for the maintenance of their respective segments of the plan.

The plan shall be reviewed annually on July 1 or following any exercise or activation of the plan that identifies where potential improvements can be made. All revisions to the plan will be properly recorded on the Record of Changes included at the front of the Basic Plan. The Providence EMA Director will maintain a distribution listing of who has copies of the plan and provide both electronic and print copies to RIEMA. This will ensure that new changes will be distributed properly to those holding copies of the plan.

Leaders of each City of Providence Department have the responsibility for maintaining internal plans, SOPs, and resource data to ensure prompt and effective response to disaster.

7.0 AUTHORITY AND REFERENCES

7.1 AUTHORITY

7.1.1 Federal

- Homeland Security Act of 2002, Establishes DHS

- The Robert T. Stafford Disaster Relief Act, Public Law 93-288, as amended
- The Superfund Amendment and Re-authorization Act of 1986, (SARA) Title III, as amended, Emergency Planning and Community Right-To-Know

7.1.2 State

- General Laws of Rhode Island, Title 30, Chapter 30-15, as amended

7.1.3 Providence Code of Ordinances

- City of Providence, Code of Municipal Ordinances, Section 7-1 entitled “Emergency Management”

7.2 REFERENCES

- Emergency Operations Plan, State of Rhode Island, Rhode Island Emergency Management Agency, as amended
- Comprehensive Preparedness Guide (CPG) 101, Developing and Maintaining Emergency Operations Plans, Version 2.0, November 2010
- Emergency Operations Center (EOC) SOP, January 2015
- Emergency Management Accreditation Program (EMAP) Standards 2013
- ADA Title II Best Practices Tool Kit – Chapter 7, Department of Justice
- Making Community Emergency Preparedness and Response Programs Accessible to People with Disabilities, Department of Justice
- Integration of Functional Needs Support Services in General Population Shelters, Federal Emergency Management Agency

8.0 SELECTED DEFINITIONS

ANNEX - Annexes to an Emergency Operations Plan provide detailed information regarding policies, responsibilities, and procedures about mitigation, preparedness, response, and recovery activities associated with a given emergency operation. The annexes are integral components of the Emergency Operations Plan that develop specific information on a particular emergency function in a format that parallels that of the basic plan. Annexes are action oriented, with the focus on emergency operations, and serve as a planning scenario for identifying preparedness actions that ensure a timely and effective response to emergency and disaster situations.

APPENDIX – Appendices to an Emergency Operations Plan provide relevant information not already addressed in the Basic Plan. Typically, this includes common information such as a list of terms and definitions, guidelines for the Emergency Operations Plan revision, or an Emergency Operations Plan exercise program. It may also include forms used for managing most emergencies.

BASIC PLAN - The Basic Plan portion of an Emergency Operations Plan establishes general policies, responsibilities, and procedures for implementing integrated emergency management response in an emergency or disaster situation.

CATASTROPHIC EVENT- An event that could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to state, local, tribal, and private-sector authorities in the impacted area; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened.

CRISIS MANAGEMENT - This is the law enforcement aspect of an incident that involves measures to identify, acquire, and plan the resources needed to anticipate, prevent, and/or resolve a threat of terrorism.

CONSEQUENCE MANAGEMENT- Measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism.

CONTINUITY OF GOVERNMENT (COG)/CONTINUITY OF OPERATIONS (COOP)
- All measures that may be taken to ensure the continuity of essential functions of governments before, during or after an all hazard event, including terrorism and the use of weapons of mass destruction.

EMERGENCY MANAGEMENT - The organized analysis, planning, decision-making, assignment, and coordination of available resources to the mitigation of, preparedness for, response to or recovery from emergency of any kind, whether from attack, man-made, or natural sources.

EMERGENCY OPERATIONS CENTER (EOC) - The site from which civil government officials (municipal, state, or federal) exercise direction and control operations.

EMERGENCY OPERATIONS PLAN (EOP) - A document which focuses on how a jurisdiction will respond to disaster events. The plan states the method for taking coordinated action to meet the needs of an emergency situation. The Emergency Operations Plan consists of a Basic Plan and several Annexes. State or local government Emergency Operations Plans identify the available personnel, equipment, facilities, supplies, and other resources in the jurisdiction and state the method or scheme for coordinated actions to be taken by individuals and government services in the event of natural, man-made and WMD disasters.

EMERGENCY SUPPORT FUNCTION (ESF) - A grouping of government and certain private-sector and volunteer capabilities into an organizational structure to provide the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, following domestic incidents. The Emergency Support Functions serve as the primary operational-level mechanism to provide assistance departments and agencies conducting missions of primary local responsibility.

EMERGENCY OR DISASTER - An occurrence threatening the health, safety, or property of a community or larger area. Emergencies are categorized as being natural or technological. Examples include hazardous materials accidents,

earthquakes, winter storms, floods, transportation accident, hurricanes, or urban fires. Emergencies may be handled with local resources. Disasters require aid beyond the local resource capability.

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) - At the federal level of government, the Federal Emergency Management Agency is involved in mitigation, preparedness, response, and recovery activities. The Federal Emergency Management Agency, in conjunction with state government, provides planning assistance, training events, exercise programs, and research on the latest mitigation measures. The Federal Emergency Management Agency makes funds available for disaster response and recovery activities, provides disaster assistance services, and makes low cost disaster insurance available to individuals and businesses. The Federal Emergency Management Agency also coordinates emergency operations to insure continued government at the federal level in a national or regional emergency.

FUNCTIONAL NEEDS SUPPORT SERVICES (FNSS) - Functional Needs Support Services is a FEMA term. FNSS are services that enable individuals with access and functional needs to maintain their independence during disaster and emergency response services.

- Individuals requiring FNSS may have physical, sensory, mental health, and cognitive and/or intellectual disabilities affecting their ability to function independently without assistance.
- Others who may benefit from FNSS include women in the late stages of pregnancy, seniors, and people whose body mass requires special equipment.

STANDING ORDERS/STANDARD OPERATING PROCEDURES (SOP) - A set of instructions having the force of a directive, covering those features of emergency operations that lend themselves to a definite or standardized procedure without loss of effectiveness.

TERRORISM - The unlawful use of force or violence against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives. Domestic terrorism involves groups or individuals who are based and operate entirely within the United States.

WARNING - The alerting of public officials, emergency support services, and the general public to the threat of extraordinary danger and the related effects of both enemy caused and natural disasters.

WEAPONS OF MASS DESTRUCTION (WMD) - Any explosive, incendiary or poison, gas, bomb, grenade, rocket having a propellant charge of more than four ounces, or a missile having an explosive incendiary charge of more than 0.25 ounce, or mine or device similar to the above; poison gas; weapon involving disease organism; or weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

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Table 1 Emergency Support Functions

ESF	Description
ESF 1, Transportation	Aviation/airspace management and control Transportation safety Restoration/recovery of transportation infrastructure Movement restrictions Damage and impact assessment Coordinate Evacuation
ESF 2, Communications	Coordination with telecommunications and information technology industries Restoration and repair of telecommunications infrastructure Protection, restoration, and sustainment of national cyber and information technology resources Oversight of communications within the Federal incident management and response structures
ESF 3, Public Works and Engineering	Infrastructure protection and emergency repair Infrastructure restoration Engineering services and construction management Emergency contracting support for life-saving and life-sustaining services Debris Removal
ESF 4, Firefighting	Coordination of Federal firefighting activities Support to wildland, rural, and urban firefighting operations Coordinate the building evacuation of persons with Access and Functional Needs
ESF 5, Emergency Management	Coordination of incident management and response efforts Oversight of proper training Issuance of mission assignments Resource and human capital Incident action planning Financial management
ESF 6, Mass Care, Emergency Assistance, Housing, and Human Services	Mass care/Human Services Disaster housing Access and Functional Needs accommodation
ESF 7, Logistics, Management and Resource Support	Comprehensive, national incident logistics planning, management, and

	sustainment capability Resource support (facility space, office equipment and supplies, contracting services, medical equipment, etc.)
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City of Providence Emergency Operations Plan

ESF 8, Public Health and Medical Services	Public health Medical Mental health services Support for Access and Functional Needs populations Mass fatality management
ESF 9, Search and Rescue	Life-saving assistance Search and rescue operations
ESF 10, Oil and Hazardous Materials Response	Oil and hazardous materials (chemical, biological, radiological, etc.) response Environmental short- and long- term cleanup
ESF 11, Agriculture and Natural Resources	Nutrition assistance Animal and plant disease and pest response Food safety and security Natural and cultural resources and historic properties protection and restoration Safety and wellbeing of household pets
ESF 12, Energy	Energy infrastructure assessment, repair, and restoration Energy industry utilities coordination Energy forecast
ESF 13, Public Safety and Security	Facility and resource security Security planning and technical resource assistance Public safety and security support Support to access, traffic, and crowd control
ESF 14, Long- Term Community Recovery	Social and economic community impact assessment Long-term community recovery assistance to states, local governments, and private sector Analysis and review of mitigation program implementation
ESF 15, External Affairs	Emergency public information and protective active guidance Additional subject matter expertise advisement Medical and community relations Congressional and international affairs Tribal and insular affairs
ESF 16, Volunteer and Donations Management	Engagement and coordination of volunteers, volunteer services, and donations management in an emergency

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Part II

Emergency Support Function Annexes

**City of Providence
EMERGENCY OPERATIONS PLAN
February 2015**

EMERGENCY SUPPORT FUNCTION ANNEXES

INTRODUCTION

Purpose

This section provides an overview of the Emergency Support Function (ESF) structure, common elements of each of the ESFs, and the basic content contained in each of the ESF Annexes. The following section includes a series of annexes describing the roles and responsibilities of Federal departments and agencies as ESF coordinators, primary agencies, or support agencies.

Background

The ESFs provide the structure for coordinating Federal interagency support for a local response to an incident. They are mechanisms for grouping functions most frequently used to provide local support during times of disaster or emergency and are in-line with State and Federal support.

The Incident Command System provides for the flexibility to assign ESF and other stakeholder resources according to their capabilities, taskings, and requirements to augment and support the other sections of the Providence Emergency Operations Center (EOC) in order to respond to incidents in a more collaborative and cross-cutting manner.

While ESFs are typically assigned to a specific section at the EOC for management purposes, resources may be assigned anywhere within the Unified Command structure. Regardless of the section in which an ESF may reside, that entity works in conjunction with other sections to ensure that appropriate planning and execution of missions occur.

ANNEX I: EMERGENCY SUPPORT FUNCTION 1 – TRANSPORTATION

<u>Primary Agency:</u>	Providence Department of Administration-Finance
<u>Support Agencies:</u>	Providence Police Department Providence Emergency Management Agency Providence Law Department Providence Mayor’s Office of Neighborhood Services Providence Mayor’s Press Office
<u>State Counterparts:</u>	Rhode Island Department of Transportation State Police National Guard Rhode Island Public Transportation Authority Rhode Island Emergency Management Agency (RIEMA)
<u>Federal Support</u>	Amtrak
<u>Private Support:</u>	First Student Transportation
<u>Volunteer Support:</u>	None

I. INTRODUCTION

The purpose of Emergency Support Function (ESF) 1 is to provide, in a coordinated manner, the resources (human, technical, equipment, facility, materials and supplies) of ESF 1 agencies to support local emergency transportation needs during an emergency or a disaster.

The available or obtainable air, water, rail, and land transportation resources of each ESF 1 agency will be provided through ESF 1 of the Emergency Operations Center (EOC) for:

1. Emergency incidents that may require coordination of multi-agency response to provide transportation resources.
2. Emergencies or disasters that require activation of the EOC.

Agency available resources are the human, technical, equipment, facility, and material and supply resources available from within an agency and/or through memorandums of understanding and agreements with other jurisdictions.

The transportation resources of, or obtainable by, ESF 1 agencies will be used to assist in the:

1. Evacuation of persons from threatened or immediate danger to include dependent, Access, and Functional Needs populations.
2. Monitoring, control, and coordination of vehicular traffic flow.
3. Provision of infrastructure status reports for all modes of transportation.
4. Multi-modal logistical transportation of evacuees, personnel, equipment, and materials and supplies.
5. If an area or City evacuation is declared, provision of accessible transport, as needed, to ensure that all persons that require and request evacuation and transport services receive it.
6. Provision of maps for all modes of transportation.
7. Identification of obstructions and damage to the multi-modal transportation infrastructure.
8. Prioritization and initiation of emergency work tasking to clear debris and obstructions from, and make emergency repairs to, the multi-modal transportation infrastructure.

II. CONCEPT OF OPERATIONS

A. General

ESF 1 will be in charge of maintaining and re-establishing multi-modal transportation within the City of Providence (Providence). It will also coordinate all available and attainable resources needed to address transportation infrastructure concerns. Providence utilizes the principles of the Incident Command System (ICS).

1. During an emergency or disaster, the Providence Department of Administration - Finance will assign personnel to the ESF 1 schedule in the EOC.
2. ESF 1 will proactively assess and routinely develop action plans, for submission to ESF 5, to meet the short and long-term transportation needs of the threatened and/or impacted area.
3. ESF 1 will routinely prepare and file situation reports with ESF 5.
4. The transportation resource requests will be met with the available or obtainable transportation resources of one or more ESF 1 agencies, including the transportation resources available through mutual-aid agreements, compacts, and RIEMA.
5. Obstructions and/or damage to the multi-modal transportation infrastructure in the threatened and/or impacted area will be

assessed and evaluated by ESF 1 in cooperation with ESF 3 and, as appropriate, tasked to ESF 3, for emergency work and/or repair.

B. Organization

This ESF is organized through the Providence EOC and is led by the municipal agency/department identified. All municipal and private resources attached to the mission of this ESF shall report to the identified municipal primary lead. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to the Operations Section Chief.

C. Notifications

Upon notification of a potential or actual event requiring response, the Providence Department of Administration and Finance will notify the appropriate staff via the PEMA Emergency Notification System (ENS) to respond to the incident and/or staff ESF 1 at the EOC.

All support agency contact persons for ESF 1 will be instructed to alert their contacts throughout Providence to ensure that all available resources are on standby. Resource inventories will also be confirmed for possible use. See Annex D: Resource Inventory in the Providence Resource Management Plan.

D. Actions

A minor, major, or catastrophic emergency or disaster may require ESF 1 members to accomplish one or more preparedness, response, and recovery actions.

1. Prevention/Mitigation

- a. Anticipate, plan for, and ready the necessary notification systems to support the requests and directives resulting from the Mayor and/or the Governor concerning mitigation and/or redevelopment activities.
- b. Probable requests and directives include establishment of review and study teams, support of local government contracting for mitigation and/or redevelopment needs, and other similar professional, technical, and administrative activities.

2. Preparedness

- a. Ensure that personnel within both the Primary and Supporting Agencies are trained in the ICS.
- b. Perform annual checks of stand-by equipment/contracts to ensure that they can effectively be activated as necessary.
- c. Ensure evacuation routes are clearly marked.

- d. Ensure that all transportation assets are typed based on National Incident Management System requirements.
- e. Ensure accessibility to Rhode Island Department of Transportation (DOT)'s Transportation Management Center.
- f. Establish transportation staging areas throughout Providence to help evacuate those who need assistance or cannot provide their own means of evacuation.
- g. Ensure that during an evacuation, the City can access enough transportation resources to provide for evacuation of populations without private transportation means.
Ensure that transportation resources, including equipment and supplies, are regularly tested and are maintained in good working order.
- h. Create and maintain procedures to carry out ESF 1 functions for identified hazards in a manner to protect life safety and provide for property preservation.
- i. Participate in ESF 1 and other local, state, and regional training and exercise activities.
- j. Review and update hazard mitigation plan.
- k. Conduct regular training of Providence Emergency Operations Plan.

3. Response

- a. Establish emergency transportation and evacuation routes, as necessary.
- b. Coordinate with ESF 13 to establish emergency transportation and evacuations routes.
- c. Coordinate with ESF 5 and ESF 8 to ensure that individuals registered in the Rhode Island special needs registry, and others that are identified or self-identify as having access or Functional Needs, are assisted.
- d. Coordinate with ESF 7 to ensure sufficient transportation resources, including accessible vehicles.
- e. Continuously monitor the transportation situation using Rhode Island DOT's Transportation Management Center and reports from the field.
- f. Adjust and re-route evacuation routes with ESF 13, as necessary, to ensure an effective and expedient evacuation.
- g. Coordinate with ESF 3 to conduct damage assessments of affected multi-modal transportation infrastructure to ensure that it is safe for use.
- h. Working with ESF 3, institute Debris Management Plan and develop a strategy to clear transportation routes.
- i. Assist any agency with securing/providing emergency transportation, as needed.
- j. Provides emergency transportation as necessary.
- k. Note matters that may be needed for inclusion in local or state/federal briefings, situation reports, and action plans.

4. Recovery

- a. Identify and communicate with ESFs 5 and 14 to establish recovery priorities for transportation and utility infrastructure. Repair multi-modal transportation infrastructure, as necessary.

III. RESPONSIBILITIES

A. Primary Agency

Providence Department of Public Works

- The coordination of all ESF 1 administrative, management, planning, training, preparedness, response, recovery, and mitigation/redevelopment activities.
- Assign DPW personnel to the ESF 1 duty schedule in the EOC.
- Provide all available and obtainable transportation resource support for designated ESF 1 missions in support of operational objectives.

B. Support Agencies

Providence Police Department

- Staff traffic control points.
- Assist with damage assessments.
- Assist with providing emergency transportation, as required.

Providence Emergency Management Agency

- Develop and distribute Incident Action Plan to all agencies.
- Work with ESFs 1, 3, 5, and 8, as needed, to assist in identifying and coordinating all requests for transportation emergency assistance.
- Coordinate and manage all requests for additional assistance from Providence to RIEMA to include the RI National Guard.

First Student Transportation

- Provide resources in support of transportation missions as requested.

AMTRAK

- Provide resources in support of transportation missions in the event of an evacuation.

Law Department

- The ADA Coordinator will work with PEMA to provide ESF 1 with guidance on the emergency transportation needs of populations with Access and Functional Needs.

Mayor's Office of Neighborhood Services

- Form and disseminate emergency transportation and evacuation notification and information.

Mayor's Press Office

- Form and disseminate emergency transportation and evacuation notification and information.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- Rhode Island General Law Chapter 30-15
- Providence Resource Management Plan
- Providence Multi-Hazard Mitigation Plan
- EMAP Standard(s): 4.8 Resource Management and Logistics; 4.9 Mutual Aid

ANNEX II: EMERGENCY SUPPORT FUNCTION 2 – COMMUNICATIONS

Primary Agency: Providence Department of Telecommunications

Support Agencies:
(PEMA)

Providence Fire Department
Providence Police Department
Providence Department of Public Works
Providence Law Department
Providence Mayor's Press Office

State Counterparts:

- Rhode Island State Police
- Rhode Island National Guard
- Rhode Island Division of Information Technology
- Rhode Island Public Utilities Commission
- Rhode Island Emergency Management Agency

Private Support: Verizon Wireless
Cox Communications
Sprint/Nextel
National Grid

Volunteer Support: Rhode Island Civil Air Patrol
Amateur Radio (RACES/ARES)

I. INTRODUCTION

Emergency Support Function (ESF) 2 provides the City of Providence (Providence) with provisions for communications support before, during, and after an emergency/disaster situation. ESF 2 will coordinate communications assets (both equipment and services) that may be available from a variety of sources (i.e., Providence agencies, volunteer groups, the telecommunications industry, state government agencies, and the National Guard) and communications systems procedures.

II. CONCEPT OF OPERATIONS

A. General

The primary role of the Providence Department of Telecommunications will be to coordinate and manage the combined efforts of each of the support and voluntary agencies assigned to ESF 2.

B. Organization

This ESF is organized through the Providence Emergency Operations Center (EOC) and is led by the municipal agency/department identified. All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to the Operations Section Chief. Providence utilizes the principals of the Incident Command System (ICS) and complies with the provisions set forth by Homeland Security Presidential Directive #5.

C. Notifications

When an area of Providence is threatened or has been impacted by an emergency or disaster event, the Providence Department of Telecommunications Director will provide further notification to supporting agencies, as required, through commercial telephone or other means described in established ESF operating procedures.

D. Actions

1. Prevention/Mitigation

- a. All agencies should ensure all telecommunications systems are installed and operated in a manner that will allow their continued availability.
- b. Systems should be provided physical and operational security to prevent unauthorized access.
- c. All systems should be protected from lightning damage.
- d. All equipment should be powered by a UPS and/or backup generators

2. Preparedness

- a. Identify communications facilities, equipment, and personnel located in, and outside, the affected area that could be made available to support response and recovery efforts.
- b. Ensure communication equipment is ADA-compliant and include a range of alternate communications means and methods to ensure that persons with sensory and cognitive disabilities are able to receive and interpret emergency communication (i.e., TTY, siren/lighting, captioning, etc.).
- c. Begin accessing needs to pre-stage communications assets for rapid deployment into the affected area
- d. Test all available systems, including standby systems, to insure their availability.
- e. Liaison with the private sector communications providers to ensure communications and cooperation in the event of service disruptions.

- f. Develop and maintain a critical contact list for ESF 2, including email addresses and phone numbers.
- g. Ensure that communications and warning equipment and systems are regularly tested and are maintained in good working order.
- h. Create and maintain procedures to carry out ESF 2 functions for identified hazards in a manner to protect life safety and provide for property preservation.
- i. Participate in ESF 2 and other local, state, and regional training and exercise activities.
- j. Pre-position EOC materials, including ICS forms, checklists, and other guidance documents.
- k. Through the Regional Catastrophic Coordination Plan (RCCP) coordinate with the Cyber Disruption Teams to ensure the protection, restoration, and sustainment of cyber and information technology resources.

3. Response

- a. Identify the actual and planned actions of commercial telecommunications companies to restore services.
- b. Determine what assets are available and nearest to the affected area(s) by each ESF 2 support agency and the time frame required in deploying those assets.
- c. Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities within the affected area.
- d. Accumulate communications infrastructure damage information obtained from assessment teams, the telecommunications industry, and other state/local agencies and report that information through ESF 5.
- e. Report communications infrastructure damage information to the state ESF 2.
- f. Assess the need for and obtain telecommunications industry support as required.
- g. Prioritize the deployment of services based on available resources and critical needs.
- h. Coordinate communications support to all governmental, quasi-governmental and volunteer agencies as required.
- i. Work with Providence Police Telecommunications Department to ensure continuity of Providence E-9-1-1 system.

4. Recovery

- a. Assemble a listing of all Providence communications assets available to support a recovery mission. Other volunteer and local agencies with communications assets may be requested to contribute assets to the response effort. Industrial resources may also be considered for availability and effectiveness. Furthermore, availability, operational condition, and duration of need must be considered. The logistical

requirements necessary to obtain critically needed equipment will also be evaluated.

- b. Prepare and process reports using established procedures, focusing specific attention to the production of after-action reports.
- c. Evaluate and task the transportation support requests for impacted areas.
- d. Generate in a timely manner information to be included in State Emergency Operations Center briefings, situation reports, and/or action plans, including the Incident Communications Plan.
- e. Plan and prepare the notification systems to support the establishment of staging areas, distribution sites, a Disaster Field Office, Recovery Centers, Joint Information Centers, mutual aid teams, and other local, state, and federal recovery facilities and emergency workers in the impacted area.
- f. Assign and schedule sufficient personnel to cover an activation of the Providence EOC for an extended period of time.

III. RESPONSIBILITIES

A. Primary Agency

Providence Department of Communications

- The Providence Department of Telecommunications operates and maintains the various radio components, systems and hardware for Providence.
- The Department completes and/or revises the Incident Communications Plan (ICS-205) at the start of every EOC operational period.

B. Supporting Agencies

Providence Emergency Management Agency

- PEMA operates and maintains the Emergency Management State Radio System (EMSTARS).

Providence Police Department

- The Agency maintains its individual dispatch system that is managed by the Providence Department of Telecommunications for the coordination of police assets throughout Providence.
- Additionally, the department is capable of using the police inter-city radio network to communicate between local jurisdictions.
- The Department also maintains a Rhode Island Tactical Emergency Radio Network (RITERN) radio system for interoperability in times of emergency.

Providence Fire Department

- The Providence Fire Department maintains an independent dispatch system through the Providence Department of Telecommunications for the coordination of fire assets throughout Providence.
- Additionally, the department is capable of using the Fire Inter-city Radio Network to communicate between local jurisdictions.
- The Department also maintains a RITERN radio system for interoperability in times of emergency.

Providence Department of Public Works

- The Providence Department of Public Works maintains its individual dispatch system for the coordination of Public Works assets throughout Providence.

Law Department

- The ADA Coordinator will work with PEMA to provide ESF 2 with guidance on the necessary communications systems to provide Accessible alerts and messaging.

Mayor's Press Office

- Form and disseminate emergency notification and information.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- R.I.G.L. Chapter 30-15
- Presidential Executive Order 12472, April 3, 1984
- National Warning System Operations Manual, FEMA Manual 1550.2, March 30, 2001
- Telecommunications Electric Service Priority Restoration Initiative, United States Department of Energy, February 1993
- NCS Manual 3-1-1, July 9, 1990, Telecommunications Service Priority, system for National Security Emergency Preparedness, Service User Manual
- Attachment 2- Emergency Communications
- Sample Incident Communications Plan, ICS Form 205
<http://www.fema.gov/pdf/emergency/nims/ics205.pdf>
- EMAP Standard(s):4.10 Communications and Warning

ANNEX III: EMERGENCY SUPPORT FUNCTION 3 – PUBLIC WORKS & ENGINEERING

<u>Primary Agency:</u>	Providence Department of Public Works
<u>Support Agencies:</u>	Providence Building Official's Office Providence Emergency Management Agency Providence Engineering Department Providence Division of Forestry Providence Department of Inspections and Standards Providence Parks Department
<u>State Counterparts:</u>	Narragansett Bay Commission Department of Environmental Management Public Utilities Commission RI National Guard Department of Labor and Training Rhode Island Emergency Management Agency (RIEMA)
<u>Private Support:</u> Commission	Coordinated through Public Utilities
<u>Volunteer Support:</u>	None

I. INTRODUCTION

The purpose of Emergency Support Function (ESF) 3 is to provide, in a coordinated manner, the resources of ESF 3 agencies to support emergency public works and engineering needs during an emergency or a disaster in the City of Providence.

The public works and engineering resources of, or obtainable by, ESF 3 agencies will be used to assist in the:

1. Emergency clearing of debris from the multi-modal transportation infrastructure.
2. Emergency repair or closure of damaged segments of the multi-modal transportation infrastructure.
3. Emergency repair and restoration of damaged but potentially operable water, electrical, natural gas, sanitary sewage, storm water generating, and distribution systems.

4. Emergency demolition or stabilization of damaged public and private houses, buildings and structures to facilitate search and rescue and/or the protection of public health and safety.
5. Development and initiation of emergency collection, sorting, and disposal routes and sites for the debris cleared from all public and private property.
6. Emergency survey and identification of the damage to transportation, water, electrical, natural gas, and sewage systems.
7. Emergency survey and identification of the damage to hazardous materials and hazardous waste generation, distribution, collection, storage, and disposal sites.
8. Deployment and/or establishment of local, state and/or federal Assessment Teams, Damage Assessment Teams, Damage Survey Teams, staging areas, and Recovery Centers.
9. Prioritization and initiation of emergency, initial response, and short-term recovery work to restore, repair, and mitigate the impact of the public works and engineering needs listed above.

II. CONCEPT OF OPERATIONS

A. General

1. During an emergency or disaster, Providence Department of Public Works will assign previously designated personnel to the ESF 3 duty schedule in the Emergency Operations Center (EOC).
2. ESF 3 will assess the emergency situation and related damage and develop action plans and situation reports for submission to ESF 5 to meet the short and long-term public works and engineering needs of the threatened and/or impacted area.
3. Public works and engineering resource requests will be met with the available or obtainable public works and engineering resources of one or more ESF 3 agencies or departments including the public works and engineering resources available through mutual aid agreements, compacts, and RIEMA.
4. Obstructions and/or damage to the public works infrastructure in the threatened and/or impacted area will be assessed and evaluated by the ESF 3 team and, as appropriate, tasked to ESF 3 agencies or departments as emergency, initial response, and short-term recovery restoration and repair work.

B. Organization

This ESF is organized through the Providence EOC and is led by the municipal agency/department identified. All municipal and private

resources attached to the mission of this ESF shall report to the primary municipal lead. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to the Operation Section Chief. The City of Providence utilizes the principals of the Incident Command System (ICS).

C. Notifications

1. Upon notification of a potential or actual event requiring response, the Providence Department of Public Works will notify the appropriate staff to respond to the incident and staff ESF 3 at the EOC.
2. All support agency contact persons for ESF 3 will be instructed to alert their contacts throughout Providence to ensure that all available resources are on standby.
3. Resource inventories will be confirmed for possible use.

D. Actions

A minor, major, or catastrophic emergency or disaster may require ESF 3 agencies to accomplish one or more prevention/mitigation, preparedness, response, and recovery, and actions.

1. Prevention/Mitigation
 - a. Investigate and address potential infrastructure vulnerabilities within the Providence.
 - b. Identify measures to reduce hazard vulnerability and/or to reduce damage from identified hazards.
2. Preparedness
 - a. Maintain a resource list that identifies the source, location and availability of specialized equipment which could be used to support emergency operations. See Annex D: Resource Inventory, Providence Resource Management Plan.
 - b. Evaluate and plan for the probability and time period of a response phase and/or a recovery phase for the event, if possible.
 - c. Ensure personnel from all primary and supporting agencies are trained in the ICS.
 - d. Ensure all public works resources are typed based on NIMS requirements.
 - e. Identify and enter into contingency contracts for additional supplies, equipment and personnel.

- f. Ensure that public works resources, including equipment and supplies, are regularly tested and are maintained in good working order.
- g. Create and maintain procedures to carry out ESF 3 functions for identified hazards in a manner to protect life safety and provide for property preservation.
- h. Participate in ESF 3-specific and other local, state, and regional training and exercises.

3. Response

- a. Evaluate, task, and manage all public works and engineering requests and operations, include damage assessment.
- b. Provide personnel and equipment for heavy rescue operations.
- c. Communicate public works and damage assessment information promptly to the EOC for briefings, situation reports and/or ESF 3 action plans.
- d. Activate contingency contracts for additional supplies, equipment and personnel, as needed.
- e. Make requests for additional resources not available to the EOC.
- f. Evaluate the probability and time period of a recovery phase for this event. If a recovery phase is probable, start pre-planning for recovery actions.
- g. Provide technical support to all response operations, as necessary
- h. Clear storm drains.
- i. Determine the safety of public buildings, emergency operations and mass care facilities in a post-disaster environment.
- j. Assist ESF 1 in the survey multi-modal transportation routes to ensure their integrity for use.
- k. Assists in restoration of Providence utilities to critical and essential facilities.
- l. Evaluate navigability of streets, sidewalks, and paths for people with mobility disabilities and ensure that debris removal is adequate for special needs populations.

4. Recovery

- a. Evaluate, task, and manage the public works and engineering requests and operations.
- b. Assist with the restoration of all public services, as necessary.
- c. Provide engineering assistance to reconstruction projects, as necessary.
- d. Coordinate/assist with debris management, as necessary.
- e. Communicate public works infrastructure priorities for restoration, repair, and reconstruction to ESFs 5 and 14.

III. RESPONSIBILITIES

A. The following is the public works and engineering equipment, personnel, and facilities pool of all ESF-3 agencies from which certain and specific resources are referenced and assigned as the responsibility of each ESF-3 agency identified herein:

1. Trucks and/or trailers of various types, sizes, and combinations with drivers/operators;
2. Front-end loaders, bulldozers, and excavators of various sizes and types, to include rubber tired and tracked, with operators;
3. Cranes, bucket trucks, and pole trucks of various types and sizes, with operators;
4. Heavy equipment transporters, trucks, trailers, vans, and vehicles, with drivers, to transport the public works and engineering equipment, equipment support and service vehicles, and personnel listed herein;
5. Electrical generators, welding machines, cutting torches and tanks, work lights, pumps with and without pipe and hose, and work boats and work barges, of various types and sizes;
6. Skilled and semi-skilled carpenters, low and high voltage electricians, masons, plumbers, pipefitters, welders, general construction personnel, and debris clearing personnel, with trade safety equipment and hand and power tools;
7. Public works and civil engineering engineers, technicians, specialists, managers, and supervisors;
8. Mobile and non-mobile repair facilities, equipment, and personnel to be used for repairs to various types of public works and engineering equipment;
9. Parking and storage areas to be used for the staging, parking, and storage of various types of public works and engineering equipment; and
10. Mobile and non-mobile motor pool and service facilities, equipment, and personnel to be used for refueling and servicing various types of public works and engineering equipment.

B. Primary Agency; Other Tasks in Support of ESF 3 Missions:

Providence Department of Public Works

- Identify and train sufficient personnel to staff the ESF 3 duty schedule to allow for shift changes during an EOC activation.
- Ensure contact/call down lists are up-to-date and effective. Coordinate ESF 3 operation and incident response.
- Provide all available resources to response and recovery operations.
- Coordinate all emergency repairs to infrastructure and city-owned property.

C. Support Agencies; Other Tasks in Support of ESF 3 Missions:

Providence Emergency Management Agency

- Provide/assist in coordination of additional resources.

Providence Division of Forestry

- Assist with the removal of debris in coordination with the Department of Public Works.

Providence Department of Inspections and Standards

- Assist in the inspection and reporting of damaged buildings and municipal infrastructures.
- Assist in the inspection and reporting of damaged buildings and municipal infrastructures.
- Condemn buildings as appropriate.
- Provide technical assistance regarding damaged buildings, facilities, and municipal infrastructure.
- Assist in the inspection and reporting of damaged buildings and municipal infrastructures.

Providence Parks Department

- Provide available personnel and equipment to support repairs to infrastructure of city-owned property.

Providence Recreation Department

- Provide available personnel and equipment to support repairs to infrastructure of city-owned property.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- R.I.G.L. Chapter 30-15
- Providence Resource Management Plan
- EMAP Standard(s):4.8 Resource Management & Logistics

ANNEX IV: EMERGENCY SUPPORT FUNCTION 4 – FIREFIGHTING & EMERGENCY MEDICAL SERVICES (EMS)

<u>Primary Agency:</u>	Providence Fire Department
<u>Support Agency:</u>	Providence Emergency Management Agency (PEMA) <u>Providence Law Department</u>
<u>State Counterparts:</u>	State Fire Marshal's Office Department of Environment Management Rhode Island Emergency Management Agency Rhode Island Special Needs Emergency Registry
<u>Private Support:</u>	Rhode Island Fire Chief's Association
<u>Volunteer Support:</u>	Salvation Army

I. INTRODUCTION

The purpose of Emergency Support Function (ESF) 4 is to coordinate all firefighting and emergency medical resources to prepare for, respond to, recover from and mitigate emergency situations. The City of Providence (Providence) has compiled, identified, and typed all resources available to emergency operations in an Annex to the Providence Resource Management Plan.

II. CONCEPT OF OPERATIONS

A. General

Firefighting involves managing and coordinating firefighting resources within Providence for the detection and suppression of fires, mobilizing, and providing personnel, equipment, and supplies to suppress, control and eliminate the fire. Emergency Medical Services (EMS) operations are directed locally by Providence's EMS Chief, and protocols regarding patient care are authorized by the Rhode Island Department of Health. EMS operations are the responsibility of the Providence Fire Department and are organized for response in ESF 8, Health and Medical Services.

B. Organization

This ESF is organized through the Providence Emergency Operations Center (EOC) and is led by the Providence Fire Department. All municipal and private resources attached to the mission of this ESF

shall report to the identified municipal primary lead. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to the Operations Section Chief. Providence utilizes the principals of the Incident Command System.

C. Notifications

1. Upon notification of a potential or actual event requiring response, the PEMA Director will notify the appropriate staff to respond to the EOC and staff ESF 4.
2. Support agency contact persons for ESF 4 will be instructed to alert their contacts throughout Providence to ensure that all available resources are on standby.
3. Resource inventories will be confirmed for possible use.

D. Actions

1. Prevention/Mitigation
 - a. Identification of prevention and mitigation measures to reduce impact of identified hazards.
 - b. Enforcement of state and local fire codes and conduct on-site inspections.
 - c. Conduct fire safety educational outreach.
 - d. Review and maintain emergency plans and procedures.
2. Preparedness
 - a. Ensure all staff maintains appropriate levels of training to respond to any event that may affect Providence.
 - b. Ensure all firefighting resources are typed based on National Incident Management System (NIMS) requirements.
 - c. Create and maintain procedures to carry out ESF 4 functions for identified hazards in a manner to protect life safety and provide for property preservation.
 - d. Participate in ESF 4 and other local, state, and regional training and exercise activities.
 - b. Put in place training, plans, procedures, and equipment to ensure populations that are non-ambulatory can exit buildings and proceed to designated evacuation points.
3. Response
 - a. Send response teams and equipment to the incident site.
 - b. Ensure ESF 4 is staffed at the EOC, as needed.
 - c. Communicate matters that may need to be included in EOC briefings, situation reports and/or ESF 4 action plans.

- d. Manage fire resources, direct fire operations; define the area at risk.
 - e. Inform response team members about health risks so that proper personal protective equipment, including appropriate turnout gear, is worn by first responders.
 - f. Ensure that decontamination is in place before ordering responders into hot zones or the removal of patients from a contaminated area. Monitor the environment and response personnel.
 - g. Assist in evacuations that may be required, including medical and/or non-ambulatory populations.
 - h. Evacuate populations that are non-ambulatory from multi-story or high-rise building as needed/requested.
 - i. Assist with search of impacted area to find and remove dead/injured, secondary devices, and inspect and report damage in coordination with ESFs 3, 9, and 13.
 - j. Coordinate mutual aid for response, as needed.
 - k. Coordinate with state ESF 4.
4. Recovery

Upon request, ESF 4 will provide firefighting personnel and resources for recovery efforts.

III. RESPONSIBILITIES

A. Primary Agency

Providence Fire Department

- The Providence Fire Department will coordinate the provision of local firefighting personnel and equipment. It will also plan, coordinate and assign any responding mutual aid resources.
- Ensure that firefighting resources, including equipment and supplies, are regularly tested and are maintained in good working order.

B. Support Agency

Providence Emergency Management Agency

- Provide for incident action planning and provide/assist in coordination of requests for and deployment of additional resources.

Law Department

- The ADA Coordinator will work with PEMA to provide ESF 4 with guidance on providing services to populations with Accessibility and Functional Needs.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- R.I.G.L. Chapter 23-28, Fire Prevention and Investigation
- R.I.G.L. Chapter 30-15, Emergency Management Act
- The Rhode Island Association of Fire Chiefs, Southern New England Fire Emergency Assistance Plan – Edition 2004, as amended
- Providence Resource Management Plan
- EMAP Standard(s): 4.5 Prevention & Security; 4.7 Incident Management; 4.9 Mutual Aid; 4.13 Training.

ANNEX V: EMERGENCY SUPPORT FUNCTION 5 – EMERGENCY MANAGEMENT

<u>Primary Agency:</u>	Providence Emergency Management Agency (PEMA)
<u>Support Agency:</u>	<u>Providence Law Department</u>
<u>State Counterpart:</u>	Rhode Island Emergency Management Agency (RIEMA) Rhode Island Special Needs Emergency Registry
<u>Private Support:</u>	None
<u>Volunteer Support:</u> (CERT)	Community Emergency Response Team

I. INTRODUCTION

Emergency Support Function (ESF) 5 provides overall coordination and management of the Emergency Operations Center (EOC) in support of emergency operations in the City of Providence (Providence). Information regarding lines of succession and authorities is referenced in the Providence Continuity of Operations Plan (COOP) and in the EOC Emergency Response Team Departmental Assignments. See Attachment 3 of the EOP and Providence COOP. Providence has compiled, identified, and typed all resources available to emergency operations in an annex to the Providence Resource Management Plan.

II. CONCEPT OF OPERATIONS

A. General

The primary responsibility of ESF 5 is to ensure that there is a coordinated response to emergency events within Providence. ESF 5 will work with the various Providence departments to ensure that field operations have the necessary resources to complete their mission. Also, ESF 5 will coordinate the acquisition of state and federal resources, as required, through the state EOC.

B. Organization

This ESF is organized through the Providence EOC and is led by the Providence Emergency Management Agency. All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC

activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to the Operations Section Chief. Providence utilizes the principals of the Incident Command System and complies with the provisions set forth by Homeland Security Presidential Directive #5.

C. Notifications

1. Upon notification of a potential or actual event requiring response, the PEMA will notify the appropriate staff to staff ESF 5.

D. Actions

1. Prevention/Mitigation
 - a. Ensure the all local stakeholders continuously reassess areas in which mitigation efforts can be expanded, refined, and/or continued.
 - b. Identify critical facilities and mitigation and prevention measures to avoid or minimize damage.
 - c. Provide leadership and support to ongoing mitigation activities.
2. Preparedness
 - a. Maintain a trained staff to fulfill tasks associated with ESF 5.
 - b. Ensure staff and all involved agencies are aware of and compliant with all Access and Functional Needs accommodations and governing policies (including ADA and
 - c. Develop estimates of City populations that will require Functional Needs Support Services during an emergency.
 - d. Coordinate with ADA Coordinator to ensure that all plans, policies, and procedures are aligned with ADA and FNSS guidance and regulations.
 - e. Ensure Accessibility and Functional Needs populations are represented and included during planning and exercises. This may include advocacy groups, other local or state agencies and/or private NGOs with special population focuses. Planning must include, but is not limited to, notification procedures, evacuation procedures and assistance, transportation planning, sheltering and feeding services, medical and social services temporary housing, debris removal/cleanup and/or remediation measures.
 - f. Maintain and update needed computer data and programs, maps, critical infrastructure information, evacuation studies, demographics and critical Providence data (e.g. shelter capacity, evacuation routes, etc.).
 - g. Maintain and provide or participate in training on use of Internet-based critical incident management technology (e.g. WebEOC).
 - h. Identify capabilities needed to respond to specific hazards.

- i. Periodically test or evaluate staff, systems, resources, processes and methodologies to assess operational capabilities and requirements and to identify improvements.
 - j. Participate in ESF 5 and other local, state, and regional training and exercise activities.
- 3. Response
 - a. Assist with the coordination of emergency operations.
 - b. Communicate local needs to RIEMA and/or the state EOC.
 - c. Ensure all local stakeholders are kept apprised of ongoing events.
 - d. Generate incident action plans and situation reports.
- 4. Recovery
 - a. Collect and process information concerning recovery activities while the response phase of the disaster is on-going.
 - b. Disseminate recovery information, plans, and reports.
 - c. Compile information to support recovery activities.

III. RESPONSIBILITIES

Primary Agency

Providence Emergency Management Agency

- Provide overall support and coordination to the emergency response effort.
- Assist in the procurement of additional resources and support, as necessary.
- Coordinate all CERT training.

Support Agency

Law Department

- The ADA Coordinator will work with PEMA to ensure that all emergency plans, policies, and procedures are inclusive of populations with Accessibility and Functional Needs.
- The ADA Coordinator will work with PEMA to ensure that members of the Accessibility and Functional Needs community are included in the emergency preparedness process.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- R.I.G.L. Chapter 30-15
- EOC Standard Operating Procedure
- Providence Resource Management Plan
- EOC Emergency Response Team (ERT) Roster
- Damage Assessment Plan
- EMAP Standard(s): 4.9 Mutual Aid; 4.12 Facilities; 4.13 Training; 4.15 Crisis Communications, Public Education and Information.
- ADA Title II Best Practices Tool Kit – Chapter 7, Department of Justice
- Making Community Emergency Preparedness and Response Programs Accessible to People with Disabilities, Department of Justice

ANNEX VI: EMERGENCY SUPPORT FUNCTION 6 – MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES

<u>Primary Agency:</u>	Providence Department of Human Resources
<u>Supporting Agencies:</u>	Providence Emergency Management Agency Providence Fire Department Providence Housing Authority Providence Police Department Providence School Department Providence Department of Administration and Finance Providence Law Department
<u>State Agency Support:</u>	Rhode Island Emergency Management Agency Rhode Island State Police Rhode Island State Fire Marshal Rhode Island Department of Transportation Rhode Island Economic Development Corporation Rhode Island HEALTH Office of Special Health Care Needs
<u>Private Support:</u>	Marriott/Sodexo Sysco Szabo Aramark Rhode Island Realtors Association
<u>Volunteer Support:</u>	American Red Cross Rhode Island Chapter Salvation Army American Radio Relay League of Rhode Island Community Emergency Response Team (CERT)

I. INTRODUCTION

The purpose of Emergency Support Function (ESF) 6 is to coordinate local and state assistance in support of local efforts to meet mass care needs of victims and disaster workers involved in a disaster in the City of Providence.

This ESF does not command resources, but rather works in cooperation with the governmental and non-governmental organizations that provide mass care to disaster victims and disaster workers.

ESF-6 will use the PEMA Shelter Plan and its associated attachments to define the concept of operations, roles and responsibilities of responding agencies as well as identify the procedures and organizational structures necessary to support the sheltering of disaster survivors. ESF-6 will work in

coordination with ESF-11 to successfully establish and operate shelter for humans and their pets. Household pet shelter will be coordinated through use of the Household Pet Shelter Plan.

II. CONCEPT OF OPERATIONS

A. General

PEMA, ESF-6, ARC, additional City and State agencies, as well as volunteer organizations and the private sector will work collectively to support Mass Care activities. These agencies will coordinate with ESF-11 to shelter household pets.

For additional information regarding specific hazards that may require shelter in place and reception and care operations, reference the 2013 Providence Multi-Hazard Mitigation Plan and the Providence Emergency Operations Plan (EOP). Compiled resources are identified and typed in an annex to the Providence Resource Management Plan.

B. Organization

This ESF is organized through the Providence Emergency Operations Center (EOC) and is led by the Department of Human Resources. All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to the Operations Section Chief. Providence utilizes the principals of the Incident Command System.

C. Notifications

As a critical emergency support function, mass care support agencies are one of the first to be notified and activated as a result of a threat, or in response to a disaster. Mass care support agencies are notified via the PEMA ENS and upon this notification, Providence will coordinate with the American Red Cross of Rhode Island to manage mass care activities since the EOC may not be activated.

D. Actions

1. Prevention/Mitigation

- a. Establish agreements with local and national food chains for feeding needs.
- b. Identify measures to prevent or mitigate damage from identified hazards to mass care infrastructure and resources.
- c. Identify vendors to supply durable medical equipment, consumable medical supplies, and mass feeding support.

2. Preparedness

- a. Providence, in coordination with the American Red Cross Rhode Island Chapter, will identify and train volunteers to support ESF-6.
- b. Establish agreements with local and national food chains for feeding needs.
- c. Coordinate with ESF-7 to identify sources of durable medical equipment and medical supplies.
- d. Ensure all services provided are compliant with all applicable published functional needs and disability guidance.
- e. Review all actions during previous emergencies to determine if ESF-6 requires modification.
- f. Identify local shelters and refuges of last report and periodically verify that established shelter criteria are met.
- g. Ensure local shelters and refuges of last resort are architecturally suitable for access and functional needs (AFN) populations or can be made so with reasonable accommodations.
- h. Plan for all services provided within the confines of the shelter are accessible, including but not limited to alternate/non-traditional publications of shelter registration and rules, making provisions for appropriate auxiliary aids and services, making provisions for back-up generators to care for populations requiring electricity for life-sustaining purposes, making provisions for accessible supplies (such as accessible cots and/or wheelchairs, and/or eyeglasses and/or prescription medications) and/or making provisions for special diets. Additional provisions are necessary for the cohabitation of service animals in shelters.
- i. Work with partner agencies, private non-profits, NGOs and other stakeholders to ensure that Access and Functional Needs planning considerations have been addressed.
- j. Maintain and provide training on procedures and mechanisms to track shelter capacities and populations.
- k. Train and exercise shelter staff in shelter functions and services and Accessibility and Functional Needs considerations.
- l. Ensure shelter teams are typed based on National Incident Management System requirements.
- m. Develop and maintain procedures to implement ESF-6 responsibilities.
- n. Participate in ESF-6 and other local, state, and regional training and exercises.

3. Response

- a. Staff ESF-6 in the Providence EOC.
- b. Deploy personnel and other resources to respond to mass care needs as requested.

- c. Ensure all services are provided are compliant with all applicable regulations and policies.
 - d. Ensures equal access to all services within a shelter, with reasonable accommodation.
 - e. Designate buildings or locations as staging areas to support mass care functions.
 - f. Coordinate communication resources with ESF-2.
 - g. Coordinate transportation needs and evacuee manifest activities, if applicable, with ESF-1.
 - h. Communicate matters that may need to be included in EOC briefings, situation reports, and/or ESF-6 action plans.
 - i. Coordinate household pet sheltering with ESF-11, to include the operations of a household pet shelter in proximity to the general population shelter or providing transportation to and from such a site.
 - j. Maintain records of all activities conducted, costs, and hours worked by paid employees and volunteers.
4. Recovery
- a. In cooperation with the American Red Cross Rhode Island Chapter and RIEMA personnel, gather and consolidate all information on mass care activities and report to the state EOC.
 - b. Submit necessary records and paperwork to local and state officials for tracking and reimbursement of costs to the city in handling the emergency.
 - c. Produce and update regularly a list of all mass care and shelter facilities in affected areas. This list will include all resources positioned at these sites.
 - d. Assist with finding interim housing that is available to general populations and accessible housing that is available to Functional Needs populations.

III. RESPONSIBILITIES

Primary Agency

Providence Department of Human Resources

- Provide overall support and coordination of the emergency response effort for ESF-6.
- Assist in the procurement of additional resources and support, coordinate with ESF-7 as necessary.

Supporting Agencies

Providence Emergency Management Agency

- Coordinate mass care services of shelter, feeding, and emergency first aid to disaster victims.
- Coordinate the distribution of emergency supplies, including durable medical equipment and medical supplies, as needed.
- Develop the capability to provide news releases, media briefs, and situation awareness briefs.
- Provide security and custodial services to shelters in accordance with Red Cross Statements of Understanding.
- Provide and assist in coordination of additional resources, as needed.
- Ensure that agreements with the American Red Cross Rhode Island Chapter and other volunteer organizations are current and align with evacuation plans.
- Coordinate with the Public Information Officer (PIO) to ensure that any Public announcements contain the correct information (location, address, pet policy, and what evacuees should bring).
- Coordinate with ADA Coordinator to ensure that all services provided are accessible, with reasonable accommodation, to all forms of access and functional needs clients.
- Act as liaison with the Resources and PIOs to ensure that any places of assembly are marked, and arranges for bus transportation for those without cars.
- Arrange for CERT certification training of Mass Care volunteers.

American Red Cross Rhode Island Chapter

- Staff and operate emergency shelters when possible.
- Track number of people sheltered and fed for situation report in conjunction with American Red Cross Rhode Island Chapter Memorandum of Understanding (MOU) and policies.
- Provide lists of identified people at each mass care facility to the PIO.

Providence Fire Department

- Provide Emergency Medical Services support and fire watch at each emergency shelter.
- Provide emergency and functional needs transport services to and from emergency shelters.

Providence Housing Authority

- Provide any available space within housing complexes to be used as an emergency shelter for displaced persons.

Providence Police Department

- Provide security support at each emergency shelter.

Providence School Department

- Provide available space within school facilities to be used as emergency shelter.

Providence Department of Administration and Finance

- Coordinate transportation services to and from the emergency shelters as needed, including for populations with Accessibility and Functional Needs.
- Coordinate the procurement of equipment and resources necessary for shelter operations, including: generators, temporary toilets and showers, ramps, durable medical equipment, consumable medical supplies, accessible cots, privacy screens, refrigeration equipment, and others.

Providence Law Department

- Ensure that the emergency shelter process is accessible to all persons searching services regardless of Accessibility and/or Functional Needs.

Rhode Island Emergency Management Agency

Coordinate with local municipalities when supporting Local-Initiated Multi-community Shelters (LIMS) or State-Initiated Regional Shelters (SIRS) that are located in Providence, when required.

Rhode Island State Police

- Provide security support at each State Initiated Regional Shelters (SIRS) that is located in Providence, when required. All requests for support will be done in coordination with RIEMA.

Rhode Island State Fire Marshal

- Provide fire prevention and safety support at each State Initiated Regional Shelter (SIRS) that is located in Providence, when required. All requests for support will be done in coordination with RIEMA.
-

Rhode Island Department of Transportation

- Provide Traffic Management support when State Initiated Regional Shelter (SIRS) are located in Providence. All requests for support will be done in coordination with RIEMA.

Commerce Rhode Island

- Provide assistance in identifying business that can provide materials during a multi-jurisdiction Mass Care centered incident. All requests for support will be done in coordination with RIEMA.

Rhode Island HEALTH Office of Special Health Care Needs

- Coordinate with PEMA and American Red Cross Rhode Island Chapter to provide for the FNSS needs of shelter residents.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

Local:

- R.I.G.L. Chapter 30-15, Rhode Island Emergency Management Act
- Memorandum of Agreement – American Red Cross of Rhode Island and Providence
- Providence Resource Management Plan
- List of shelter locations and special needs facilities found in the PEMA Reference Library.
- Providence Shelter Plan
- Providence Household Pet Shelter Plan

Federal:

- EMAP Standard(s): 4.7 Incident Management; 4.8 Resource Management and Logistics; 4.9 Mutual Aid; 4.12 Facilities; 4.15 Crisis Communications, Public Education and Information.
- ADA Title II Best Practices Tool Kit – Chapter 7, Addendum 1 Shelter Checklist, Department of Justice, 2006.
- ADA Title II Best Practices Tool Kit – Chapter 7, Addendum 2: The ADA and Emergency Shelters, Department of Justice, 2007.
- Integration of Functional Needs Support Services in General Population Shelters, Federal Emergency Management Agency, 2011.

ANNEX VII: EMERGENCY SUPPORT FUNCTION 7 – LOGISTICS MANAGEMENT & RESOURCE SUPPORT

<u>Primary Agency:</u>	Providence Department of Administration - Finance
<u>Support Departments:</u>	Providence Department of Public Works Providence Purchasing Department Providence Fire Department Providence Police Department Department of Human Resources Providence Public School Department Department of Parks and Recreation Providence Emergency Management Agency
<u>State Counterparts:</u>	Rhode Island Emergency Management Agency
<u>Private Support:</u>	None
<u>Volunteer Support:</u>	ServeRI American Red Cross of Rhode Island Rhode Island VOAD

I. INTRODUCTION

A. Purpose

The purpose of Emergency Support Function 7 (ESF 7) is to provide logistical and resource support following an emergency and to establish coordination structures between the primary and supporting ESF 7 agencies and other ESFs in an emergency or disaster that impacts the City of Providence.

B. Scope

ESF 7 provides direct and active support to emergency response and recovery efforts during and following a disaster. ESF 7 support includes the locating, procuring, and issuing of resources, including but not limited to, supplies, office space, staging areas, media areas, office equipment, fuels, contracting services, personnel, heavy equipment, generators, and transportation.

ESF 7 provides equipment, materials, supplies, emergency relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportation services, and personnel to the Providence entities for emergency operations. It sets the stage for Providence to continue operations even in the event of an emergency, while being self-sufficient from the local stocks, private sector, and other Providence jurisdictions for up to 72 hours. The Director of Finance is the primary executive manager for ESF 7.

The powers and authorities of the Director of Finance are delegated, as needed, to other officials within ESF 7.

Provision of care, food, and water to support victims is within the existing authorities of the Board of Contract and Supply. Provision of care, food, and water for the Emergency Response Team (ERT) during extended EOC operations requires additional authorization.

The policies and responsibilities detailed in ESF 7 are supported by a number of subordinate plans that detail response timing and procedures. These subordinate plans include:

- Internal Operations Plans of EOP
- ESF 7 Standard Operating Procedures.

II. CONCEPT OF OPERATIONS

A. General

1. In accordance with assigned responsibilities and upon activation of the EOP, ESF 7 will provide assistance to the affected areas.
2. Support departments will furnish resources to support ESF 7 requirements, including agency-specific lists of emergency supplies and procurement personnel necessary to establish operations effectively at the national and regional levels. Support of ESF 7 will continue as needed throughout the response effort.
3. PEMA support of other ESFs will be through ESF 7 as part of ESF 5 responsibilities.
4. When possible, all procurement will be supported by a written justification. However, the urgency associated with a resource need may necessitate verbal tasking directly from the Command Staff/Policy Group. In such situations, ESF 7 will document who is requesting the procurement and the reason for the request.
5. The Director of Finance and/or his representatives will maintain a written inventory of resources obtained from the various ESF Primary and Support Departments that are most likely to be needed in an emergency. This list will be maintained as a separate document from the EOP in order to keep it current.
6. The Director of the Department of Finance and designated supporting staff is responsible for planning, coordinating, and managing the resource support in ESF 7. Municipal resources and capabilities will be coordinated and allocated by PEMA. Logistical support to save lives and property will receive the first priority. The primary source of equipment, supplies, and personnel will be municipal departments with consideration of the impacted area and until the resources are exhausted. Support

which cannot be provided from municipal departments will be contracted by commercial vendors or acquired through mutual aid agreements with other municipalities or the state. Acquisitions may be made with Emergency Purchase Orders trying to utilize regular vendors, Master Price Agreements, and with every effort to obtain the best price, under the circumstances.

7. When it becomes apparent that additional resources (materials and services) will be needed, PEMA will take the lead role in ensuring coordination of Providence departments in implementing contingency plans and recommending courses of action through the Emergency Advisory Board (EAB) to the Mayor.
8. The Director of the Department of Finance has the authority and the emergency procurement mechanisms (credit cards and purchase orders) activated by an officially executed Mayoral declaration of a state of emergency. The Department of Finance staff, working out of the PEMA EOC, expects to use existing inventories and stores as defined by departmental materials lists. In the event emergency procurement transactions are required by the circumstances, both competitive and noncompetitive procurements actions are authorized and sought.
9. The Director of the Department of Finance will finance emergency procurements charged to Providence credit cards and purchase orders. The Director will determine the budget unit to be charged for each transaction. Procurement transactions occurring within departments are the financial responsibility of the executing department.
10. When possible, separate emergency procurement accounts will be established within the Lawson System to help account for emergency expenditures. In this way, emergency procurement orders are entered into Lawson and paid for via purchase orders. This permits orders to be tracked from requisition through receipt and payment.
11. Blanket purchase agreements may be utilized to obtain office supplies, equipment, and response gear (e.g., gloves, masks, disinfectant). Requests for response-related resources from any district agency should be processed through ESF 7 by a designated resource manager, who will:
 - a. Direct/supervise the activities of personnel involved in managing resources.
 - b. Coordinate with the EOC manager and key organizations' representatives in the EOC regarding needs/priorities.
 - c. Monitor potential resource shortages and advise key staff on the need for action.
 - d. Identify facilities/sites that may be used to store needed resources and donations.

12. Individuals assigned to ESF 7 must have knowledge of municipal resources, have access to them, and have the authority for committing the resources or services during the response and recovery operations.
13. Emergency victims will take precedence in the allocation of resources. The PEMA Director in consultation with EAB will set the specific priorities. Response departments will sustain themselves during an emergency for the first 24 hours and for up to three days.
14. The primary source of personnel, equipment, materials, and supplies will be from existing city, state and federal departments, as necessary. Support that cannot be provided from city departments may be secured from federal sources or donations, the private sector, or surrounding jurisdictions.
15. Under the provision of the City of Providence Ordinance, Chapter 2, Sections 2-36 and 2-37, the Mayor has the authority to restrict the sale of commodities, goods, and resources during periods of shortage, as well as alter businesses' hours of operations.
16. Each agency within Providence will be required to prepare an impact statement showing the adverse effects, if any, that the shortage or emergency condition would have on the overall operation of the agency and the disruption of services to the public.
17. Purchase prices and contract costs, where possible, should be established prior to an event in order to prevent price gouging and the use of "no-bid" contracts. Prepositional contracts are a method to ensure the availability and cost of emergency resources and should be established as part of the ESF planning process. Additionally, during an emergency, Providence departments will communicate with neighboring jurisdictions to reduce competition for the same resource.

B. Organization

PEMA serves as the central clearinghouse for coordinating PEMA resources during emergencies. PEMA, the EAB, and other critical agency liaisons will work together to allocate critical resources on a priority basis. The EAB will address the efforts and activities necessary to evaluate, locate, procure, and provide essential material resources for mission critical departments.

This ESF is organized through the Providence EOC and is led by the municipal agency/department identified. All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC activation,

ESFs report directly to the EOC Director. During Level 3 EOC activations, the ESF 7 lead reports to the Operations Section Chief. Providence utilizes the principles of the Incident Command System (ICS).

C. Notification

1. Upon notification of a potential or actual event requiring response, PEMA will notify the appropriate staff to respond to the EOC and staff ESF 7 at the EOC.
2. All support agency contact persons for ESF 7 will be instructed to alert their contacts throughout Providence to ensure that all available resources are on standby.
3. An inventory of resources will be assessed and analyzed for standby or deployment and the method of transportation. Staging areas, personnel, and equipment may be needed, along with the use of buildings and vehicles. This list will be coordinated with the Mayor of Providence, his/her designee, and/or the Incident Commander.

D. General Actions

1. Prevention/Mitigation
 - a. Identify measures to prevent or mitigate damage to critical resource stocks and storage or staging facilities.
2. Preparedness
 - a. Personnel and equipment may be placed on standby, schedule, or limited activation during an imminent threat or warning period.
 - b. Identify available resources and means to address resource gaps, to the degree possible (through mutual aid, stand-by contracts, state assistance, donations, or other means), including but not limited to feeding resources, transportation resources, consumable medical equipment and durable medical supplies, generators and animal support services.
 - c. Ensure all state-approved vendors comply with applicable policies and guidance for accessible resources and properly-trained staff, including Accessibility and Functional Needs considerations.
 - d. Develop and maintain ESF 7 procedures.
 - e. Notify stand-by contract vendors in the instance of impending activation, as necessary.
 - f. Identify staging areas or pre-positioning of personnel to ensure that all municipal resources are fueled, including vehicles, generators, and gas-powered equipment.

- g. Identify, verify, and prioritize back-up fuel storage for all municipal resources, especially critical infrastructure generators.
- h. Ensure all municipal resources are typed based on NIMS requirements.
- i. Pre-position EOC materials, including ICS forms, checklists, and other guidance documents.
- j. Maintain database of resources.
- k. Develop databases for acquisition of equipment, materials, goods and services that may be needed for preparedness, response, recovery and mitigation.
- l. Participate in ESF 7 and other local, state, and regional training and exercises.

3. Response

- a. Coordinate resource availability and resource requests with respective ESFs, such as transportation (1), communications (2), mass care (6), public health (8), search and rescue (9), fuel (11), security (13), etc., using ICS Form 308.
- b. The resource manager should determine whether to activate additional facilities or personnel, such as an ESF 16 and associated telephone banks, donation receiving areas, and warehouses.
- c. Coordinate resource management activities with Donations Management in conjunction with ESF 16 - Volunteer and Donations Management, with voluntary organizations, and federal departments and organizations such as the American Red Cross and the Federal Emergency Management Agency (FEMA).
- d. Coordinate (using WebEOC) with ESF 5 and EAB regarding prioritization of resource requests and resource deployment.
- e. Use Providence-owned buildings, land, areas, and equipment to the extent possible. Renting or leasing buildings, land, areas, or equipment may be utilized in coordination with the Purchasing Department when other municipal resources are exhausted.
- f. Assist, coordinate, and facilitate contracting and commercial services with established local vendors whenever possible. Documented purchase prices and contract costs will be compared to pre-event pricing for resources and similar contracts.
- g. Communicate matters that may need to be included in EOC briefings, situation reports, and/or ESF 7 action plans.
- h. Track the demobilization of resources utilized in emergency response utilizing ICS Form 221.
- i. Coordinate with Incident Safety Officer to promote demobilization policies regarding mandatory rest periods for individuals active in response activities.

4. Recovery

- a. Provide logistical support to recovery operations including but not limited to hiring of temporary staff and procuring post-disaster equipment.
- b. Ensure the return of rented, leased, or borrowed equipment.
- c. Accumulate, organize, and report on demobilized resources.
- d. Provide information to PEMA for requests for FEMA Public Assistance reimbursements.
- e. Provide logistical support and purchasing assistance to Disaster Field Offices; this may include such items as vehicles, meals, communication, and buildings.

III. RESPONSIBILITIES

A. Primary Agency

Department of Finance

- Responsible for allocating and coordinating resources and all support activities through ESF 7. Designated support departments will furnish resources as required and such support will continue throughout the event and will be terminated at the earliest practical time.
- Provide staff support for the procurement of equipment, materials, commodities, services and personnel. Procurement of the above may be in the form of purchase, lease, rental or loan. This may include but is not limited to buildings, vehicles, other facilities, and facility management.
- Coordinate and allocate all equipment, materials, commodities, services and personnel from current municipal supplies when practical or from state, federal, and commercial sources.
- Serve as the primary agency for ESF 7 at the EOC or other designated or assigned area and coordinate with Providence purchasing agents.
- Ensure that all services and equipment provided by vendors are compliant with federal, state, and City Accessibility and Functional Needs regulations and policies.
- Coordinate with the appropriate departments to ensure that procurement processes are expedited. EAB will work directly with PEMA to quickly identify sources and purchase the required goods as deemed necessary by the Finance Director. Resource support will be conducted from the EOC. However, resource support should be prepared to continue operations from alternate sites in the metropolitan region should the primary site be compromised. Alternate sites for resource support activities will be identified and may be activated at the direction of PEMA or those with delegated authority.

B. Support Departments

Providence Department of Public Works

- Hire, supervise, and manage outside contractors with heavy equipment as needed.
- Supply fuel, as needed, via fueling operations or mobile fuel trucks. DPW will also provide personnel and equipment to assist Providence in any emergency response operations.

Providence Purchasing Department

- Make emergency purchases and enter into emergency contracts as required in coordination with the applicable ordinances of Providence and laws of the State of Rhode Island.

Providence Fire Department

- Coordinate with PEMA in managing critical resources under their control, including notification when resources are about to be or have been depleted.

Providence Police Department

- Maintain security of emergency area(s), including ingress and egress in coordination with PEMA. Providence Police Department will notify PEMA of any critical resource shortfalls. During an emergency, Providence Police Department will maintain security of facilities used to store large inventories of emergency physical resources. Providence Police Department also will provide escort and security services for large shipments of emergency physical resources to the disaster site.

Department of Human Resources

- Coordinate with departments to identify and deploy personnel resources before, during, and after an emergency.

Providence Public School Department

- Provide school facilities to be utilized as shelters for emergency sheltering operations and storage and distribution of procured items to Providence departments. Providence Police Department will provide a liaison to the EOC.

Department of Parks and Recreation

- Has a volunteer organization of approximately 1,000 individuals with a variety of skills and abilities. The Department of Parks and Recreation, at the direction of the PEMA Director, will mobilize its staff to assist in city-wide responses.

Providence Emergency Management Agency

- PEMA will compile reports and data on the availability or shortage of critical resources in Providence that may have to be controlled by Executive Order for the duration of an emergency. PEMA receives and compiles status reports from key Providence departments on the availability or shortage of needed supplies and resources to alleviate the problem. PEMA, the EAB, and other critical agency liaisons will work together to allocate critical resources on a priority basis. PEMA will address the efforts and activities necessary to evaluate, locate, procure, and provide essential material resources for mission-critical departments.

Providence Law Department

- Ensure that procurement policies and procedures are consistent with federal, state, and City accessibility and Functional Needs guidance and policy.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- City of Providence Ordinance, Section 7
- R.I.G.L. Chapter 30-15
- Providence Resource Management Plan
- ICS Form 221, Demobilization Checkout
- ICS Instructions for Completing the Demobilization Checkout
- ICS Form 308, Resource Order Form
- EMAP Standard(s): 4.8 Resource Management & Logistics

ANNEX VIII: EMERGENCY SUPPORT FUNCTION 8 – PUBLIC HEALTH & MEDICAL SERVICES

<u>Primary Agency:</u>	Providence Public School Department (PPSD)
<u>Support Agency:</u>	Providence Fire Department Providence Police Department
<u>State Counterparts:</u>	Department of Health Department of Human Services Department of Mental Health, Retardation and Hospitals Department of Elderly Affairs National Guard State Police Rhode Island Emergency Management Agency
<u>Private Support:</u>	Hospital Association of Rhode Island Rhode Island Blood Center Hospitals, Clinics, Nursing Facilities, Medical Providers, Emergency Medical Services
<u>Volunteer Support:</u>	American Red Cross of Rhode Island Salvation Army

I. INTRODUCTION

The Public Health and Medical Services Emergency Support Function (ESF) 8 address the activities associated with mobilizing and managing public health services in the City of Providence under emergency or disaster conditions. Responsibility for health and medical services is shared between Rhode Island Department of Health (RIDOH), licensed doctors, health care workers and local Emergency Medical Technicians (EMT) throughout Providence.

II. CONCEPT OF OPERATIONS

A. General

- a. PPCSD is responsible for all ESF 8 activities and will provide the appropriate guidance and leadership to fulfill this responsibility.
- b. Providence has designated that the PPCSD Superintendent will act as the lead ESF.
- c. The adopted system within Providence for managing emergency events is the Incident Command System (ICS).
- d. ESF 8 will be responsible for coordinating the efforts of the Providence Health and Medical Response Team.

- e. While ESF 8 may manage activities from the Emergency Operations Center (EOC), a field command post at a disaster site will be used in most emergency incidents.
- f. Public health issues commonly addressed from the EOC include: monitoring isolation, disposition of the deceased and infectious diseases, and the activation of MEDS PODs within Providence. The Providence EOC will notify RIDOH of any such events and will assist in drafting advisories to the public.

B. Organization

This ESF is organized through the Providence EOC and is led by the PPSD. All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to the Operations Section Chief. Providence utilizes the principals of the ICS and complies with the provisions set-forth by Homeland Security Presidential Directive #5.

C. Notification

When an area of Providence is threatened or has been impacted by an emergency or disaster event, the Director of PEMA will provide further notification to supporting agencies, as required, through commercial telephone or other means described in established ESF operating procedures.

D. Actions

1. Actions carried out by ESF 8 are grouped into the four phases of emergency management: prevention/mitigation, preparedness, response, and recovery. This ESF encompasses a full range of activities from education to the provision of field services. It also functions as a coordinator and, depending on the incident, may assume direct operational control of provided services. The following services provide the framework upon which actions will occur:
 - a. Management, command, and control of assets.
 - b. Assessment of health and medical needs.
 - c. Disease control/epidemiology.
 - d. Public health information.
 - e. Communications with the professional community.
 - f. Health/medical equipment and supplies including mass dispensing operations.
 - g. Food, water, and drug safety.
 - h. Emergency responder health and safety.
 - i. Victim identification/mortuary services.
2. Prevention/Mitigation

- a. Support vaccination programs to maximize the population's protection against all diseases.
- b. Support stockpiling activities for medical supplies and drugs.
- c. Encourage and support physical upgrades to facilities and buildings to prevent or minimize the impact of contaminants or disease.

3. Preparedness

- a. Conduct and participate in training, orientation sessions, and exercises for all ESF 8 personnel. Integrate ESF 8 needs into other training activities and exercises.
- b. Identify of all health/medical needs and delivery systems across Providence.
- c. Develop systems to be able to access emergency health/medical equipment and supplies.
- d. As possible, use day-to-day public health systems to prepare for emergency events. Integrate emergency planning needs into routine activities such as food, water, and facility safety issues.
- e. Develop and implement emergency public health and professional communications systems.
- f. Coordinate with all possible partners to develop appropriate plans and procedures to carry out ESF 8 activities. This includes planning for specific-type facilities (schools, government buildings, offices, etc.). Provide technical assistance for building safety plans and environmental health issues.
- g. Ensure all health resources are typed based on National Incident Management System requirements. See Providence Resource Management Plan, Annex D: Resource Inventory.
- h. Identify and maintain availability of health and medical resources, facilities, supplies, equipment and personnel, including surge capacity for large-scale emergencies.

4. Response

- a. Conduct field assessments and surveys; conduct rapid assessments for immediate response objectives.
- b. Coordinate operations with state ESF 8, if activated.
- c. Determine whether to activate existing mutual aid plans and the State Mass Casualty Plan.
- d. Arrange for the provision of medical personnel, equipment, and supplies as needed to health and medical facilities. As necessary, request the Local MEDS Plan to be activated to provide medical supplies (drugs/vaccines) to the Providence population.
- e. Assist in the movement of patients and identification and activation of alternate care sites.

- f. Assist in hazardous materials response through consultation, technical support, or staff deployment.
 - g. Monitor the health and safety of all responders and the population in general. Provide guidance and direction as appropriate.
 - h. Activate public information and professional communications systems.
 - i. Notify the RIDOH of public health issues.
- 5. Recovery
 - a. Maintain ESF 8 operations in the field and as needed in the EOC.
 - b. Monitor health and medical needs, including epidemiological surveillance, post-disaster.
 - c. Restore operations of health and medical functions to normal levels.
 - d. Identify priorities to restore essential health and medical components of delivery systems, permanent medical facilities to operational status, and to restore laboratory and pharmacy services to operational status
 - e. Identify populations requiring event-driven health, medical or social services post-event. Provide services as needed.

III. RESPONSIBILITIES

A. Primary Agency

Providence Public School Department

- The PPSD serves as the main agency for ESF 8.
- Provide personnel (school nurses) to manage individual PODs and assist in the distribution of pharmaceuticals as directed by RIDOH protocol.
- Make available school buildings and available support staff for the purposes of distributing pharmaceuticals to the general population as directed by the RIDOH.

B. Support Agency

Providence Fire Department

- Provide all pre-hospital care and transport for patients at PODs as needed.
- Provide personnel (EMTs) to assist in the distribution of pharmaceuticals as directed by RIDOH protocol.

Providence Police Department

- Be prepared to manage a city-wide security system to protect critical assets such as pharmacies, hospitals, other medical facilities, and governmental offices.
- Be prepared to provide secure escort for the movement of critical items/samples, including both environmental samples and clinical specimens/isolates around Providence.

Providence Emergency Management Agency

- The agency operates and manages all MEDS POD responses for Providence.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- R.I.G.L Chapter 30-15, Emergency Management Act
- National Response Plan (Draft) U.S. Dept. of Homeland Security
- National Disaster Medical System (NDMS) Operations Plan, 14 April 1997, US Naval Clinic, Newport. (For Federal Coordinating Center activation in Rhode Island)
- RI Emergency Support Function 8
- Emergency Support Function 8 Reference Guide
- Rhode Island MEDS Plan
- Rhode Island Flu Pandemic Plan
- Rhode Island Smallpox Planning and Response Plan
- Rhode Island Medical Reserve Corps Plan
- Rhode Island Mass Casualty Plan
- City of Providence Medical Emergency Distribution System (MEDS) Points of Distribution (POD) Plan
- Providence Resource Management Plan
- EMAP Standard(s): 4.7 Incident Management; 4.9 Mutual Aid; 4.13 Training; 4.15 Crisis Communications, Public Education and Information

ANNEX IX: EMERGENCY SUPPORT FUNCTION 9 – *URBAN SEARCH & RESCUE*

<u>Primary Agency:</u>	Providence Fire Department
<u>Support Agencies:</u>	Providence Emergency Management Agency Providence Police Department
<u>State Counterparts:</u>	Rhode Island Urban Search and Rescue (RITF-1) Rhode Island State Police Rhode Island Emergency Management Agency Rhode Island Department of Environmental Management
<u>Private Support:</u>	None
<u>Volunteer Support:</u>	Rhode Island Civil Air Patrol American Red Cross of Rhode Island Salvation Army

I. INTRODUCTION

The purpose of Emergency Support Function (ESF) 9 is to coordinate the use of municipal search and rescue resources in response to actual or potential emergency/disaster events. Because of limited capabilities of the City of Providence (Providence) in search and rescue, the primary responsibility of ESF 9 is to act as a liaison with cooperating state agencies including Rhode Island Urban Search and Rescue, Rhode Island State Police, and the Rhode Island Emergency Management Agency.

II. CONCEPT OF OPERATIONS

A. General

1. Search and rescue activities include but are not limited to locating and extricating victims trapped in collapsed structures through the use of specialized equipment and implementing a coding system to post on inspected facilities.
2. Non-search and rescue activities that may be addressed by this ESF include but are not limited to emergency incidents that involve locating missing/lost persons, locating downed aircraft, extraction, and treating victims upon their rescue.
3. See page 5 (6.0 ASSUMPTIONS), Providence Resource Management Plan for equipment listing and type.

B. Organization

This ESF is organized through the Providence Emergency Operations Center (EOC) and is led by the Providence Fire Department. All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to the Operations Section Chief. Providence utilizes the principals of the Incident Command System and complies with the provisions set forth by Homeland Security Presidential Directive #5.

C. Notifications

1. Upon notification of a potential or actual event requiring response, the Providence Fire Chief will notify the appropriate staff to respond to the EOC and staff ESF 9.
2. The state police must be made aware of any lost or missing persons. Upon request by Providence Police or Fire Department, the state police shall join a search and rescue operation. The state police shall have the authority to seek assistance from other governmental agencies.

D. Actions

1. Prevention/Mitigation
 - a. ESF 9 will perform mitigation activities as requested.
2. Preparedness
 - a. Ensure appropriate Providence personnel are trained in basic search and rescue.
 - b. Maintain and regularly test search and rescue assets.
 - c. Develop and maintain procedures for implementation of ESF 9 responsibilities.
 - d. Identify search and rescue capabilities and resources.
 - e. Participate in ESF 9 and other local, state, and regional training and exercises.
3. Response
 - a. Conduct collapse/urban search and rescue operations.
 - b. Coordinate Providence efforts with Rhode Island Urban Search and Rescue when activated by the Governor.
 - c. Track missing persons complaints and conduct a basic investigation into the validity of the complaint, as necessary.
 - d. Communicate matters that may need to be included in EOC briefings, situation reports and/or ESF 9 action plans,

4. Recovery

Ensure an effective demobilization from the event, including but not limited to, making certain all volunteers have been accounted for and all assets returned.

III. RESPONSIBILITIES

A. Primary Agency

Providence Fire Department

- Coordinate search and rescue activities.
- Determine need for additional search and rescue assets and communicate to incident command and/or EOC.
- Provide/assist in coordination of additional resources.

B. Support Agencies

Providence Emergency Management Agency

- Provide/assist in coordination of additional resources.

Providence Police Department

- Investigate the validity of missing person complaints.
- Provide staff and assets as required to support search and rescue functions.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- R.I.G.L. Chapter 30-15
- Providence Resource Management Plan
- Basic Plan: Maps
- EMAP Standard(s): 4.7 Incident Management; 4.9 Mutual Aid

ANNEX X: EMERGENCY SUPPORT FUNCTION 10

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OIL & HAZARDOUS MATERIALS RESPONSE

<u>Primary Agency:</u>	Providence Fire Department
<u>Supporting Agency:</u>	Providence Police Department Providence Emergency Management Agency
<u>State Counterparts:</u>	Rhode Island Department of Environmental Management Rhode Island Department of Health Rhode Island Emergency Management Agency
<u>Private Support:</u>	Rhode Island Association of Fire Chiefs Responsible Party Hospitals News Media
<u>Volunteer Support:</u>	American Red Cross of Rhode Island Community Emergency Response Team

I. INTRODUCTION

The City of Providence is responsible for safety measures and precautions that protect the public until a hazardous situation has been corrected by returning the hazardous material to a controlled environment. Providence is responsible for hazardous materials response until resources are unavailable, exhausted, or not within the capabilities of local government. Resources available in response to an oil and hazardous materials incident are referenced in an annex to the Providence Resource Management Plan.

II. CONCEPT OF OPERATIONS

A. General

The Purpose of Emergency Support Function (ESF) 10 is to direct local response to incidents that entail exposure to a hazardous substance.

Hazardous substances are materials that present an imminent danger to the health, safety, and welfare of the public or to the environment. They include harmful chemical, biological, or radioactive agents. Exposure can occur when hazardous substances are released into the environment, whether by natural happenstance or human action, by accident, negligence, or intent.

The Providence Fire Department in compliance with the Department of Environmental Management's (DEM) *Emergency Response Plan* has developed the *Hazardous Materials Incident Annex* which provides details for a full range of environmental emergencies, including releases of radioactive or hazardous materials (HAZMAT). Support agencies should also maintain detailed plans for their roles in ESF 10 and are subject to participate using the Incident Command System (ICS).

Under some circumstances – when their assessments of the specific incident or responsibilities diverge – agencies that participate in ESF 10 may operate both in parallel and in unison. For example, local first responders (fire &/or police) are mainly responsible for public safety within the city; DEM responders are also responsible for environmental protection statewide, even during an emergency. Hence, for ESF10 local and DEM responders will be operational partners – working together under a unified Command.

B. Organization

During an emergency or disaster, the primary and support agencies of ESF 10 will respond in accordance with this annex and established procedures and as assigned through the Incident Command System (ICS).

During the response phase, ESF 10 will evaluate and analyze information regarding medical and public health status in the impact area and do contingency planning to meet plans.

C. Notifications

Timely, detailed, and accurate information is critical for an effective response to a hazardous substance emergency. Information regarding an actual or potential release or exposure in Providence, even an anonymous call, is normally sufficient to initiate response.

Key agencies at each level of government, local, state, or federal, must be ready to receive and respond to emergency calls, 24 hours a day, 7 days a week.

Most incidents that entail hazardous substances will first be reported to the Rhode Island Department of Environmental Management (DEM) (e.g. through its 24-hour hot line) or to a local public safety office (e.g. through the 911 system). The first responder is normally the member of the Providence Fire or Police departments. DEM, Office of Emergency Response will be dispatched to the incident.

D. Actions

1. Prevention/Mitigation

- a. Identify measures to prevent or mitigate hazardous material releases.
- b. Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.
- c. Provide information and enforcement for appropriate use, handling, storage, transportation, and disposal of hazardous materials.

2. Preparedness

- a. Identify and maintain needed resources and capabilities for hazardous materials response.
- b. Develop and maintain procedures to implement hazardous material response functions while protecting life safety of residents and responders and providing for property preservation.
- c. Participate in ESF 10 and other local, state, and regional training and exercises.
- d. The Providence Fire Department regularly trains and exercises its ability to respond to hazmat incidents.

3. Response

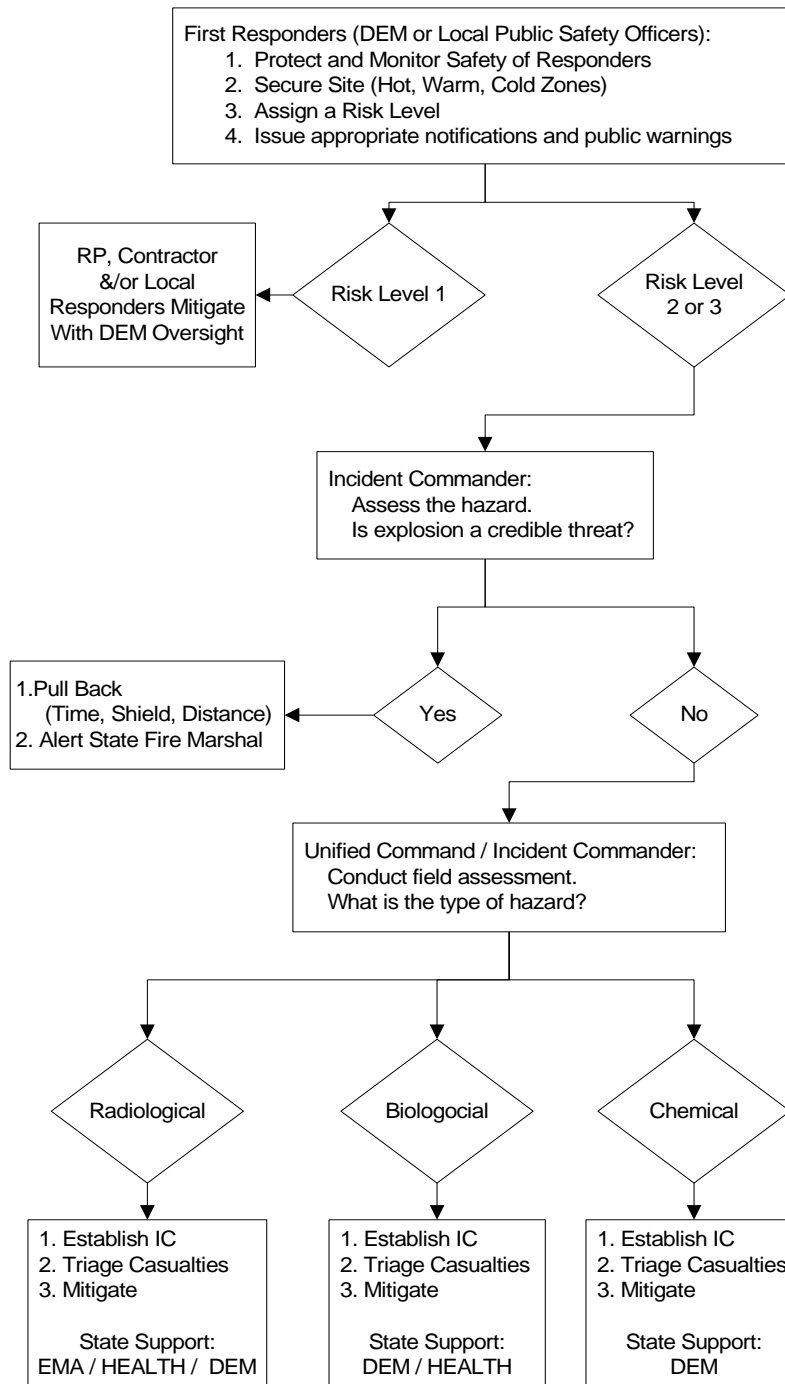
- a. Local officials will follow department Standard Operating Procedures (SOPs) for hazmat response and use the ICS.
- b. Incidents shall be classified in accordance with the following response levels:

Level I – Fire personnel handling minor incidents, such as leaking propane tanks. Single agency response, with no evacuation except for a structure involved. There is no immediate threat to life, health or property.

Level II – Incidents that require the response of a full-alarm assignment. Incident will expand beyond fire department response; specialist or a technical team called to the scene. Potential threat to life, health and property with an expanded geographic scope.

Level III – Incidents that require the response of different agencies to bring the incident under control. Evacuations and hazardous material teams are needed. Serious hazard or severe threat to life, health, and property (potential or actual). Large geographic and community impact. State and federal involvement.

- c. Communicate matters that may need to be included in the Emergency Operation Centers (EOC) briefings, situation reports, and/or ESF 10 action plans.
- d. On-Scene Response Actions



4. Recovery

The Providence Fire Department will conduct damage assessment and respond to spills and releases following a natural disaster. Other divisions of DEM will provide support functions as designated in other Emergency Support Functions.

III. RESPONSIBILITIES

A. General

All Providence tasked agencies will perform the following:

- Attend briefings and coordinate activities with other response participants.
- When requested by Incident Command (IC) or EOC, report for deployment.
- Report resource requirements to IC or the ICS logistics section.
- Maintain logs of activities and expenditures.
- Monitor safety of individual employees.
- Maintain records of safety of employees, especially in regard to protective measures, exposure to hazardous substances or response-related injuries, and subsequent treatment.
- Provide documentation of agency costs.

B. Primary Agency

Providence Fire Department

- Coordinate with RIEMA, via standard SOPs, for hazardous materials response when local resources are about to be expended.
- Coordinate with responsible party.
- Monitor emergency response operations.
- Contact local or state agencies for support.

C. Support Agency

Providence Police Department

- Assist local first responder's on-scene.
- Upon request of the IC, provide vehicle escort service for transit of over-sized containment and/or cleanup equipment.

Providence Emergency Management Agency

- Provide communications and coordination among city departments.
- Coordinate response from other local jurisdictions as required

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and SOPs. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- R.I.G.L. §23-17, 23-23, 30-1542-17.1, 46-12, 46-13.1 and 46-14
- Providence Resource Management Plan
- Providence Emergency Operations Plan; Annex B – Hazardous Materials
- Attachment 1: Laws and Authorities; Hazardous Materials Table
- EMAP Standard(s): 4.3 Hazard Identification, Risk Assessment and Consequence Analysis; 4.7 Incident Management; 4.9 Mutual Aid; 4.11 Operations and Procedures

ATTACHMENT 1: Laws and Authorities; Hazardous Materials

Laws and Authorities; Hazardous Materials		
ENVIRONMENTAL EMERGENCY	DESCRIPTION	FEDERAL AND/OR STATE STATUTORY AUTHORITY
AGRICULTURE	Authority for the State Veterinarian to quarantine, destroy, and regulate domestic livestock to eradicate disease	R.I. Gen. Laws Section 4-4-1 et seq.
AIR POLLUTION	Emergency powers for air pollution episode control	R.I. Gen. Laws Section 23-23.1-1 et seq.
Rhode Island Clean Air Act	Emergency powers to protect air resources and ensure compliance with Federal Clean Air Act	42 USC 7401 et seq.
The Clean Air Act		
ANIMALS	Emergency powers for quarantine and eradication of disease in bees	R.I. Gen. Laws Section 4-4-1 et seq.
DAMS AND RESERVOIRS	Emergency powers to drain and order repairs of unsafe dams and reservoirs	R.I. Gen. Laws Section 46-19-1 et seq.
FISH AND WILDLIFE	Authority over fish (including shellfish) and wildlife within the state	R.I. Gen. Laws Section 20-1-1 et seq.

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FOREST FIRES	Emergency powers over fire hazards	R.I. Gen. Laws Section 2-12-15
HAZARDOUS WASTE Rhode Island Hazardous Waste Management Act Comprehensive Environmental Response Compensation and Liability Act (CERCLA)	Emergency powers for the management of hazardous waste Enables Federal agencies to provide a response to un-permitted releases of hazardous substances to the environment and procedures to remediate those releases. Requirements include Emergency Planning and the Community Right-to-Know Act	R.I. Gen. Laws Section 23-19.1-16 42 U.S.C. 9601 et seq., CERCLA Section 103E, 103F
Resource Conservation and Recovery Act (RCRA)	Regulates the storage and management of hazardous wastes	42 U.S.C. Section 321 et seq.
Superfund Amendments and Reauthorization Act (SARA), Title III	The purpose of SARA Title III is to assist the community and responsible public agencies in planning for and responding to hazardous material incidents	42 U.S.C. 9601 et seq., CERCLA Section 103E, 103F
Toxic Substances Control Act (TSCA)	Regulates the management of chemical substances and mixtures (including PCBs) that present an unreasonable risk of injury to health and the environment	15 U.S.C. Section 2601 et seq.
MEDICAL WASTE	Management of Regulated Waste Act	R.I. Gen. Laws Section 23-19.2-1
OIL SPILLS Oil Pollution Control Act	Emergency powers in connection with discharge of oil	R.I. Gen. Laws Section 46-12.5.1-11
Water Pollution Act	Emergency powers in connection with the discharge of pollutants, including petroleum or oil	R.I. Gen. Laws Section 46-12-10
Oil Pollution Act of 1990	Regulates discharge of oil	33 U.S.C. 2702-2761
PLANT PESTS	Powers to control and eradicate disease- infested plants and plant pests	R.I. Gen. Laws Sections 2-16-3 – 2-16- 12

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PLANT DISEASE AND PARASITES	Powers for regulation, suppression and extermination of plant parasites and diseased plants	R.I. Gen. Laws Section 2-17-1 et seq. Section 2-18-1 et seq. Section 2-18.1 et seq.
SOLID WASTE Refuse Disposal Act	Regulation of refuse disposal	R.I. Gen. Laws Section 23-18.9-1 et seq.
WATER POLLUTION RI Water Pollution The Clean Water Act	Emergency powers to protect water resources Establishes structure for regulation discharges of pollutants into waters	R.I. Gen. Laws Section 46-12-10 33 U.S.C. 1251 et seq.

ANNEX XI: EMERGENCY SUPPORT FUNCTION 11 – AGRICULTURE AND NATURAL RESOURCES

<u>Primary Agency:</u>	Providence Parks & Recreation Department
<u>Support Agencies:</u>	Providence Water Department Providence Emergency Management Agency Providence Department of Public Works Providence Planning Department Providence Police Department Animal Control Roger Williams Park Zoo
<u>State Counterparts:</u>	Rhode Island Department of Environmental Management Rhode Island Department of Health Rhode Island Emergency Management Agency
<u>Private Support:</u>	Local Veterinarians (add additional partnerships)
<u>Volunteer Support:</u>	Community Emergency Response Team (CERT) American Red Cross (ARC) (Additional animal volunteer groups)

I. INTRODUCTION

Emergency Support Function (ESF) 11 is responsible for issues concerning agriculture and natural resources in emergency/disaster response. ESF-11 will attempt to address issues on the local level and then coordinate with state agencies to address concerns regarding natural resources and agriculture.

ESF-11 will follow the PEMA Household Pet Shelter Plan when PEMA chooses to activate Pet Shelters. Roles and Responsibilities for Providence Agencies and the Household Pet Shelter Management Team should be used during trainings and real-time emergencies/disasters. ESF-11 will work with ESF-6 in a coordinated response to sheltering needs. Human sheltering will be coordinated through use of the Providence Shelter Plan and the ESF-6 annex.

II. CONCEPT OF OPERATIONS

A. General

ESF-11 will prioritize and coordinate the response to protect all natural resources and agriculture in the City of Providence (Providence), including but not limited to, the water supply, parks, and cultural and historic property resources. Providence will support the

coordination of agencies pertaining to service animals, household pets, other animal, pests, and food supply management. Specialized resources, especially those from state and federal government will be coordinated through the Rhode Island Emergency Management Agency in a large-scale emergency event.

B. Organization

This ESF is organized through the Providence Emergency Operations Center (EOC) and is led by the municipal agency/department identified. All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to an Operations Section Chief. Providence utilizes the principals of the Incident Command System (ICS).

C. Notifications

Upon notification of a potential or actual event requiring response, PEMA will notify and activate the appropriate ESF-11 staff.

D. Actions

1. Prevention/Mitigation

- a. This ESF will perform mitigation activities as requested.
- b. PEMA will conduct emergency educational training and education as well as; surveying public, and private industries for recommendations concerning evacuation, sheltering in place, disease prevention, animal health, public health and emergency response with animals.
- c. Expand public outreach on household pet sheltering related issues.

2. Preparedness

- a. Coordinate with ESF-6 in identifying household pet-friendly shelter sites near approved Human shelters
- b. The Neutaconkanut Recreation Center (NRC) is the primary location PEMA will activate for Household Pet Sheltering.
- c. Coordinate with ESF-16 for volunteer recruitment and training.
- b. Identify and maintain resources and capabilities to carry out ESF responsibilities, including food and water supply, and safety.
- c. Develop and maintain procedures to carry out ESF-11 responsibilities in an emergency.
- d. Participate in ESF-11 and other local, state, and regional training and exercise activities.

3. Response

- a. Manage and direct evacuation of household pets from risk areas and provide assistance to prevent animal injury and disease dissemination.
 - b. Secure supplies, equipment, personnel and technical assistance from support agencies, organizations, and other resources to carry out response plans associated with animal health emergency management or any act of agro terrorism that may pose a substantial threat to Providence.
 - c. Coordinate public information and provide updates for ESF-15.
 - d. Identify and address critical needs of natural, cultural, and historic resources protection.
 - e. Works with local veterinary clinics in assisting the delivery of animal health care to injured and abandoned animals and performing veterinary preventive medicine activities.
4. Recovery
- a. Identify and communicate agricultural and natural resource recovery priorities and needs to ESF-14.
 - b. Establish logistical links with organizations involved in long-term services.
 - c. Coordinate with state and voluntary organizations to determine the extent to which householder pet shelter, food safety and inspection service resources are needed and can be provided.
 - d. Establish logistical links with organizations involved in long-term natural, cultural, and historic resources protection, conservation, rehabilitation, recovery, and restoration.

III. RESPONSIBILITIES

A. Primary Agencies

Providence Parks Department

- Provide overall support and coordination of the emergency response effort for ESF-11.
- Assist in the procurement of additional resources and support, coordinate with ESF-7 as necessary.

Providence Emergency Management Agency

- Provide technical expertise to all response and recovery operations.
- Support the operation of the EOC, specifically in support of ESF-11.
- Ensure all recovery operations are completed in a manner consistent with all applicable Standard Operating Procedures.
- Support household pet transportation coordination, as required.
- Maintain and activate agreements, including mutual aid, to support household pet shelter.

B. Support Agencies

Providence Animal Control

- Provide technical expertise on household pet sheltering to all response and recovery operations and in the capture and control of stray and abandoned animals.
- Pick up stray and abandoned animals from shelter drop off.
- Provide transportation to other shelters if needed.
- Provide reunification and relocation to lost abandoned and stray animals.

Providence Water Supply Board

- Provide technical expertise to all response and recovery operations.
- Ensure all recovery operations are completed in a manner consistent with all applicable Standard Operating Procedures (SOPs).

Providence Department of Public Works

- Coordinate ESF-3 operation and incident response.
- Provide all available resources to response and recovery operations.
- Coordinate emergency repairs to city-owned parks and historic properties.

Providence Planning Department

- Provide technical expertise to all response and recovery operations.
- Make available all applicable Providence plans, maps, and drawings and ensure their safety and availability in the event of an emergency.
- Ensure appropriate steps are taken to mitigate further incidents.

Roger William Park Zoo

- Zoo staff's expertise leans more to exotic animals.
- In certain situations Zoo personnel can assist in the communities animal needs once the Zoo is clear of any emergency.
- The Zoo would not be able to house animals because of concerns for disease.
- Provide technical expertise to all response and recovery operations.

Rhode Island Department of Environmental Management

- Provide access and support to State Veterinarian.

- Use of volunteer organizations.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and SOPs. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

Local:

- City of Providence Home Rule Charter
- City of Providence Code of Ordinances of the City of Providence, Rhode Island: Sec. 4-6, 4-7, 4-8, 4-9, 4-10, 4-19, 4-22, 4-31, 4-33, 4-33.1, 4-34, 4-34.1, 4-35, 4-46, 4-46.1, 4-48, 4-49, 4-49.1, 4-50, 4-50.1, 4-53,
- City of Providence Emergency Operations Plan
- Providence Household Pet Shelter Plan
- Providence Shelter Plan

State:

- Department of Environmental Management Animal Disaster/Animal Care Plan
- R.I.G.L. Chapter 30-15

Federal:

- Pets Evacuation and Transportation Standards Act of 2006 (PETS Act)
- EMAP Standard(s): 4.6 Planning
- Department of Justice's American with Disabilities Act, Service Animal definition:
- Sec. 403. Essential Assistance (42 U.S.C. 5170b)*
- Sec. 611. Detailed Functions of Administration (42 U.S.C. 5196)
- Sec. 613. Contributions for Personnel and Administrative Expenses (42 U.S.C. 5196b)

ANNEX XII: EMERGENCY SUPPORT FUNCTION 12 – *ENERGY*

<u>Primary Agency:</u>	Providence Water Supply Board
<u>Support Agencies:</u>	Providence Division of Forestry Providence Parks Department Providence Department of Public Works Providence Police Department
<u>State Counterparts:</u>	Rhode Island State Energy Office Department of Administration Rhode Island Public Utilities Commission Rhode Island Emergency Management Agency
<u>Private Support:</u>	National Grid The Oil Heat Institute ISO New England Propane Dealers Association
<u>Volunteer Support:</u>	None

I. INTRODUCTION

Emergency Support Function (ESF) 12 involves close coordination with the utilities operating in the City of Providence to ensure that the integrity of the power supply systems are maintained during emergency situations and that any damages that may be incurred are repaired and services restored in an efficient and expedient manner afterward. ESF 12 is also responsible for notifying state ESF 12 of any power outages or downed wires within Providence.

II. CONCEPT OF OPERATIONS

A. General

ESF 12 will be responsible for the reporting of power outages within Providence and coordinating power restoration. Support (access / road clearing) will be provided to power restoration crews by the Providence Department of Public Works and Parks to support efforts to ensure that power is restored in an efficient manner. Providence has compiled, identified, and typed all resources available to emergency operations in Annex D of the Providence Resource Management Plan.

B. Organization

This ESF is organized through the Providence Emergency Operations Center (EOC) and is led by the municipal agency/department identified. All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to an Operations Section Chief. Providence utilizes the principals of the Incident Command System.

C. Notifications

Upon notification of a potential or actual event requiring response, the Providence Water Supply Board (PWSB) will notify the appropriate staff via the PEMA Emergency Notification System (ENS) to respond to the incident and/or staff ESF 12 at the EOC.

All support agency contact persons for ESF 12 will be instructed to alert their contacts throughout Providence to ensure that all available resources are on standby. Resource inventories will also be confirmed for possible use.

D. Actions

1. Prevention/Mitigation

- a. ESF 12 will perform mitigation activities as requested.

2. Preparedness

- a. Identify and address any potential hazards that may lead to the interruption of energy to Providence such as overhanging branches, weak electrical poles, etc.
- b. Ensure communication operability with local utilities, as necessary.
- c. Pre-identify critical infrastructure and prioritize restoration of utilities to those facilities.
- d. Coordinate with PEMA to pre-identify populations dependent on utilities for medical or Functional Needs Support Services and set priorities for restoration of utilities to those populations.
- e. Develop and maintain procedures to implement ESF 12 responsibilities.
- f. Participate in ESF 12 and other local, state, and regional training and exercises.

3. Response

- a. Assist individual power restoration crews by clearing debris and providing required assistance so that power can be restored to critical infrastructure.

- b. Establish power restoration priorities and communicate those to state ESF 12.
 - c. Coordinate with PEMA and other agencies to prioritize the restoration of power to critical facilities, including shelters and medical facilities.
 - d. Note matters that may need to be included in EOC briefings, situation reports and/or ESF 2 action plans.
- 4. Recovery
 - a. Coordinate with state ESF 12 to secure emergency power supply, as necessary.
 - b. Monitor and assist restoration efforts throughout Providence.

III. RESPONSIBILITIES

A. Primary Agency

Providence Water Supply Board

- Coordinate/prioritize the restoration of power within Providence.
- Assist with the coordination of additional resources as necessary.

B. Support Agencies

Providence Parks Department

- In coordination with the Department of Public Works, assist in the clearing of debris to allow power restoration crews to operate.

Providence Department of Public Works

- Assist with clearing debris to allow power restoration crews to operate.

Providence Police Department

- Relay outage reports as received.
- Provide security around downed wires to ensure public safety.

Providence Emergency Management Agency

- The agency will provide/assist in coordination of additional resources.

Public Utilities Commission

- Assists in the coordination of all the utilities (electric, gas, water .sewer, cable and telephone.

National Grid

- Provides information on the electricity situation of the state including outages and distribution problems.

The Oil Heat Institute

- The association will provide industry information on fuel oil, present inventories, future re-supply, lifting/allocations/limits and comments if necessary.

National Grid Gas Company

- Provides information on the gas situation of the state including distribution problems and pipeline shortages.

Propane Dealers Association

- The association will notify the Energy Office of any problems the industry is encountering regarding fuel deliveries or supply.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and SOPs. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- RI Emergency Energy Plan
- R.I.G.L. Chapter 42-60
- R.I.G.L. Chapter 42-81
- R.I.G.L. Chapter 30-15
- Providence Resource Management Plan
- EMAP Standard(s): 4.7 Incident Management; 4.9 Mutual Aid; 4.15 Crisis Communications, Public Education and Information

ANNEX XIII: EMERGENCY SUPPORT FUNCTION 13 – *PUBLIC SAFETY & SECURITY*

<u>Primary Agency:</u>	Providence Police Department
<u>Support Agency:</u>	Providence Emergency Management Agency
<u>State Counterpart:</u>	State Police State Fire Marshal National Guard Rhode Island Emergency Management Agency
<u>Private Support:</u>	None
<u>Volunteer Support:</u>	None

I. INTRODUCTION

The purpose of Emergency Support Function (ESF) 13 is to establish actions and responsibilities for command, control, and coordination of all law enforcement personnel and equipment in response to an emergency or disaster. ESF 13 coordinates with state ESF 13 to procure additional resources as needed.

ESF 13 assists in the development, maintenance, and planning of security force responses to disasters and emergencies including terrorist incidents or incidents involving weapons of mass destruction. ESF 13 acts as the liaison to all security forces to provide for scalable response based on the needs of ongoing operations and other ESF activities.

The responsibilities of ESF 13 include but are not limited to:

1. Provide on-scene security management to include critical facilities and resource allocation. See Critical Infrastructure Plan.
2. Coordinate additional resources for response as required to support anticipated or current needs for forces to maintain security within Providence and on scene at the incident.
3. Coordinate remote and external support elements for laboratory and evidence analysis.
4. Establish positive control systems for evidence collection and positive control of evidence procedures. Track the production of evidence samples to ensure timely response and disposition of samples and evidence.

5. Establish the level of security presence required to maintain order and support on-going response operations.
6. Provide tracking and resource utilization for law enforcement and security responders and related elements.

II. CONCEPT OF OPERATIONS

A. General

ESF 13 will be in charge of all the public safety and security concerns for law enforcement response and maintaining order throughout the City of Providence (Providence).

B. Organization

This ESF is organized through the Providence Emergency Operations Center (EOC) and is led by the Providence Police Department. All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to an Operations Section Chief. Providence utilizes the principles of the Incident Command System (ICS).

C. Notifications

1. Upon notification of a potential or actual event requiring response, the Providence Emergency Management Director will notify the appropriate staff to respond to the EOC and staff ESF 13.
2. All support agency contact persons for ESF 13 will be instructed to alert their contacts throughout Providence to ensure that all available resources are on standby.
3. Confirm resource inventories.

D. Actions

1. Prevention/Mitigation
 - a. Identify actions to prevent or mitigate damage and injury at critical infrastructure, public gatherings, and special events from identified hazards.
2. Preparedness
 - a. Maintain training of all sworn and civilian members of the Providence Police Department including but not limited to training on the ICS and communications systems and information sharing protocols.
 - b. Ensure all evacuation routes are correctly labeled.

- c. Develop and maintain procedures for implementation of law enforcement responsibilities in response to an actual or potential emergency or disaster, including protocols for information sharing among agencies and levels of government.
- d. Identify capabilities and resources needed to fulfill law enforcement functions in response to occurrence of identified hazards.
- e. Ensure all public safety and security resources are typed based on National Incident Management System requirements.
- f. Participate in ESF 13 and other local, state, and regional training and exercises.

3. Response

- a. Send response teams and equipment to the incident site.
- b. Ensure that ESF 13 is staffed at the EOC, as needed.
- c. Notify EOC of law enforcement issues from the scene.
- d. Restrict, reroute, direct and/or control traffic during emergency operations in coordination with ESF 1.
- e. Provide security for teams working in the area affected by the emergency, at mass care facilities, at the EOC, and as requested.
- f. Assist in conducting damage assessment.
- g. Secure and protect evidence found at the incident site.
- h. Control access to the incident site areas; deter/monitor looting.
- i. Integrate state and federal authorities into the on-scene organization.
- j. Assist in the orderly evacuation of residents from risk areas.
- k. Control, evacuate, and provide security to designated or restricted areas and vital installations as necessary. Isolate damaged areas and secure critical facilities.
- l. Coordinate explosive ordinance reconnaissance and disposal with the State Fire Marshall.
- m. Establish a chain of command to integrate and manage all law enforcement resources within Providence.
- n. Communicate matters that may need to be included in EOC briefings, situation reports and/or ESF 13 action plans.

4. Recovery

- a. Provide necessary security to ongoing recovery operations to ensure the safety of all those involved.
- b. Identify law enforcement infrastructure and related recovery priorities and communicate to ESF 14.

III. RESPONSIBILITIES

A. Primary Agency

Providence Police Department

- The Providence Police Department is the lead agency responsible for overall command and coordination of ESF 13 and the deployment of law enforcement assets throughout Providence.
- The Providence Police Department will assign personnel to staff the EOC upon activation.

B. Support Agency

Providence Emergency Management Agency

- Provide/assist in coordination of additional resources.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and SOPs. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- R.I.G.L. Chapter 42-28 thru 48
- R.I.G.L. Chapter 30-15
- Providence Infrastructure Protection Plan (PIPP)
- Providence Resource Management Plan
- EMAP Standard(s): 4.5 Prevention and Security; 4.7 Incident Management; 4.9 Mutual Aid; 4.10 Communications and Warning; 4.15 Crisis Communications, Public Education and Information

ANNEX XIV: EMERGENCY SUPPORT FUNCTION 14 – LONG-TERM COMMUNITY RECOVERY

<u>Primary Agency:</u>	Providence Planning & Development (PP&D)
<u>Support Agencies:</u>	Providence Mayor’s Office Providence Department of Public Works Providence Housing Authority Providence Public School Department
<u>State Counterparts:</u>	Rhode Island Emergency Management Agency Rhode Island Economic Development Corporation Rhode Island Governor’s Office
<u>Private Support:</u>	Providence-area private critical infrastructure Providence-area businesses
<u>Volunteer Support:</u>	None

I. INTRODUCTION

Emergency Support Function (ESF) 14 will be responsible for planning and coordinating all issues regarding long-term recovery from a disaster, including but not limited to federal assistance programs and post-disaster mitigation. This ESF will work closely with state and federal counterparts to ensure the City of Providence (Providence) maximizes the assistance it will receive and allows for a quick and complete recovery from an emergency event.

II. CONCEPT OF OPERATIONS

A. General

ESF 14 will coordinate all aspects of long-term community recovery. ESF 14 will also work closely with Rhode Island Emergency Management Agency (RIEMA) and Federal Emergency Management Agency (FEMA) as well as other cities and towns and Providence to identify if a Presidential Disaster Declaration is necessary and assist RIEMA and the Governor’s Office with the application, as required.

ESF 14 will establish and implement a process for community input on short-, medium- and long- term recovery priorities and projects based on impacts of the emergency/disaster.

B. Organization

This ESF is organized through the Providence Emergency Operations Center (EOC) and is led by Providence Planning and Development (PP&D). All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to an Operations Section Chief. Providence utilizes the principles of the Incident Command System. Providence has compiled, identified, and typed all resources available to emergency operations in an annex to the Providence Resource Management Plan.

C. Notifications

Upon notification of an event requiring response, PEMA will make the proper notifications to staff ESF 14.

D. Actions

1. Prevention/Mitigation

- a. Ensure that recovery operations address future mitigation needs.
- b. Review and update mitigation plans.

2. Preparedness

- f. Pre-identify potential infrastructure hazards and work with other ESFs to minimize potential impacts.
- g. Establish a recovery strategy for Providence including a process for community input post-disaster to identify recovery priorities based on the impacts of the emergency or disaster.
- h. Ensure all applicable plans and stand-by contracts are reviewed annually.
- i. Participate in ESF 14 and other local, state, and regional training and exercises.

3. Response

- a. Assess event impact throughout Providence.
- b. Implement process to identify short- and medium-term recovery needs.
- c. Develop plans to limit the socio-economic impact of an emergency event.
- d. Assist with information collection and preparation of preliminary damage assessment and other reports, as appropriate, for declaration requests or other cost recovery options.

4. Recovery

- a. Prioritize recovery projects according to need and available resources.
- b. Maintain community input process to identify, prioritize, and address long-term recovery needs.
- c. Coordinate with RIEMA to develop a comprehensive state and local recovery plan.
- d. Coordinate recovery operations.
- e. Ensure affected areas and populations receive the support needed to return to pre-event conditions.
- f. Identify and document economic losses that were prevented based on previous mitigation activities.
- g. Communicate information for inclusion in EOC briefings, situation reports, and/or ESF 14 action plans.
- h. Coordinate with FEMA recovery assistance personnel and programs, as appropriate.

III. RESPONSIBILITIES

A. Primary Agency

Providence Planning & Development (PP&D)

- Ensure that all needs of the affected population are met to the best of Providence's ability.
- Coordinate with RIEMA and the Governor's Office to apply for a Presidential Disaster Declaration, as necessary.
- Identify and address needed mitigation measures both before and after an event.

B. Support Agencies

Providence Mayor's Office

- Serve as liaison to the Governor's Office.

Providence Department of Public Works

- Assist with the coordination of debris removal.
- Assist in the identification of infrastructure damage and other long-term recovery issues.

Providence Housing Authority

- Provide assistance and expertise, as needed.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- R.I.G.L. Chapter 30-15
- Providence Resource Management Plan
- EMAP Standard(s): 4.4 Hazard Mitigation; 4.6.4; 4.9 Mutual Aid.

ANNEX XV: EMERGENCY SUPPORT FUNCTION 15 – *EXTERNAL AFFAIRS*

<u>Primary Agency:</u>	Providence Mayor's Office of Neighborhood Services (ONS)
<u>Support Agency:</u>	Providence Emergency Management Agency (PEMA) Providence Fire Department Providence Police Department Providence School Department Providence Law Department
<u>State Counterparts:</u>	Rhode Island Emergency Management Agency Rhode Island Economic Development Corporation Rhode Island Governor's Office
<u>Private Support:</u>	Greater Providence Chamber of Commerce
<u>Volunteer Support:</u>	None

I. INTRODUCTION

The purpose of Emergency Support Function (ESF) 15 is to provide a central point for the coordination of all external affairs and public information.

II. CONCEPT OF OPERATIONS

A. General

The primary purpose of ESF 15 is to coordinate the dissemination of emergency public information, warning notifications (across multiple systems and media), and to control the spread of misinformation. ESF 15 will not be activated in all disasters but only in response to a verifiable need, in conjunction with the operation of a Joint Information Center (JIC), if necessary. Furthermore, ESF 15 also coordinates the local public-private sector partnership ensuring that private sectors assets are brought to bear in the best possible matter.

B. Organization

This ESF is organized through the Providence Emergency Operations Center (EOC) and is led by the Providence Mayor's Office of Neighborhood Services (ONS). All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a

Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to ESF 5. The City of Providence (Providence) utilizes the principles of the Incident Command System.

During an incident or emergency, ESF 15 will coordinate additional staff from various agencies to support staffing requirements. As needed, ESF 15 will provide appropriate staff to rapidly deploy to an incident location.

C. Notifications

In the event of an impending or actual emergency or disaster, the Providence Mayor's Office will disseminate all pertinent information, as necessary, and ensure all citizens receive this information as soon as practical.

D. Actions

1. Prevention/Mitigation

- a. Ensure that all pertinent information about Providence mitigation efforts is communicated to the general public.
- b. Assist other ESFs with conveying their mitigation messages.
- c. Work with private sector entities to identify and coordinate assistance for their mitigation activities.

2. Preparedness

- a. Provide ongoing information to the public about hazards, possible consequences, and protective measures individuals and businesses can take. Provide information in appropriate languages and through multiple modes to reach widest audience and Functional Needs populations.
- b. Conduct outreach and provide ongoing information on personal preparedness, including the need for initial self-sufficiency and the pre-identification and preparation for personal requiring FNSS.
- c. Conduct outreach and provide ongoing information on communication methods for persons requiring FNSS to engage the City prior to or during an emergency event to receive specific support or guidance.
- d. Warn citizens, through all available means, of impending emergency or actual event, as well as provide steps that need to be taken to protect their life and property.
- e. In conjunction with ESF 2, ensure that Providence has contact with both the primary state warning point and at least one alternate state warning point to receive pertinent warnings.
- f. Establish relationship with private sector entities, including broadcast, print, and internet media, to ensure effective

communication, support, and assistance in the event of an emergency.

- g. Establish relationships and include advocacy/outreach/civic groups in planning, exercise and training. This should include Access and Functional Needs groups and disability coordinators and SMEs.
- h. Develop and maintain procedures to implement ESF 15 responsibilities in an emergency or disaster, including procedures to create and staff a JIC.
- i. Identify appropriately trained spokesperson(s), including backup personnel, to serve as the Providence Public Information Officer (PIO) in an emergency.
- j. Participate in ESF 15 and other local, state, and regional training and exercises.

3. Response

- a. Implement disaster public information procedures to provide accurate, timely, and actionable information to the public through the most effective means.
- b. Assist in the communication of voluntary and/or mandatory evacuation orders with special attention paid to ensuring disadvantaged groups, such as the hearing impaired and non-English speaking groups, receive the information.
- c. Provide for regular updates to the public and the media.
- d. Ensure that rumors are controlled and the public is informed of all pertinent information.
- e. Coordinate with Incident Commander, Providence EOC, state PIO, JIC, and state ESF 15, as needed, to ensure that there is a singular message being communicated to both the press and the public.
- f. Serve as a liaison to the press by answering individual requests and holding briefings, as necessary.
- g. Serve as a liaison to private sector entities to coordinate any assistance they can provide, as needed, during response operations.
- h. Communicate matters that may need to be included in EOC briefings, situation reports, and/or ESF 15 action plans.

4. Recovery

- a. Make the public aware of any public assistance programs, general eligibility requirements, and processes for accessing public and residential damage.
- b. Provide information regarding insurance claims to assist the general public in their personal recovery efforts.
- c. Provide the public with updates regarding the re-establishment of municipal services and other infrastructure such as transportation and schools.
- d. In conjunction with ESF 14, liaise with private sector entities to ensure effective re-establishment of disrupted operations.

III. RESPONSIBILITIES

A. Primary Agency

Providence Mayor's Office

- Provide support to PEMA in drafting emergency notices.
- Deliver all releases and public information to the media and other outlets.

B. Supporting Agency

Providence Emergency Management Agency

- Ensure the public is informed of all necessary information.
- Coordinate the dissemination of information with other appropriate agencies.

Providence Fire Department

- Provide technical assistance as needed.
- Provide subject matter expertise at press conferences.

Providence Police Department

- Provide technical assistance as needed.
- Provide subject matter expertise at press conferences.

Providence School Department

- Provide technical assistance as needed.
- Provide subject matter expertise at press conferences.

Providence Law Department

- The ADA Coordinator will provide assistance as needed to ensure that members of the Accessibility and Functional Needs community are able to receive communication and notification during all phases of emergency operations.

IV. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

V. REFERENCES AND AUTHORITIES

- R.I.G.L. Chapter 30-15
- City of Providence Public Affairs Officers (PIOs)_2010_04
- City of Providence Emergency Public Information Plan
- EMAP Standard(s): 4.15 Crisis Communications, Public Information & Education

ANNEX XVI: EMERGENCY SUPPORT FUNCTION 16 – VOLUNTEER & DONATION MANAGEMENT

Primary Agency: Providence Emergency Management Agency
(PEMA) Community Emergency Response
Team (CERT)

Support Departments: Providence Department of Public Works
Providence Fire Department
Providence Police Department
Department of Telecommunications
Department of Parks and Recreation
Providence Emergency Management Agency
Office of the Mayor
Mayor's Office of Neighborhood Services
(ONS)
Chief Information Officer (CIO)
City Administrator
Mayor's Press Office
Public Property

**Other Support Agencies and
Organizations:** Rhode Island Chapter of the American Red
Cross Rhode Island Volunteer Organizations
Active in Disasters Rhode Island National
Guard Salvation Army ServeRI

Primary Federal Agency: U. S. Department of Homeland Security
Federal Emergency Management Agency

I. INTRODUCTION

A. Purpose

The purpose of Emergency Support Function (ESF) 16 - Volunteer and Donations Management is to provide guidance for the engagement and coordination of volunteers, volunteer services, and donations management in an emergency, and establishes a consistent framework for coordinating with volunteer organizations supporting a response. This plan does not conflict with the established procedures of voluntary agencies regarding their respective procedures for soliciting goods and services, or mobilizing their trained volunteers. This plan outlines logistical and resource support following an emergency and establishes lines of communication between the primary and supporting ESF 16 agencies and other ESF agencies for an emergency or disaster that impacts the City of Providence (Providence). However, in a Providence

emergency, voluntary agencies are expected to abide by this document. ESF 16 strives to adhere to the Volunteer and Donations Management Support Annex as outlined in the National Response Framework (NRF). Note: Any reference to donated goods and services in this plan means all donated goods, all donated services, and all volunteers.

B. Scope

This plan applies to all agencies, organizations, and personnel with direct or indirect volunteer and donations management responsibilities under the Providence Emergency Operations Plan (EOP).

Three key aspects of this plan include:

- Volunteer Management
- Volunteer Reception Center
- Donations Management

III. OVERVIEW

A. Disaster Condition

1. During and after an emergency, volunteer assistance will likely be required. During an emergency, Providence will likely experience a high volume of requests for various services. An emergency may affect the lives of many local response personnel and their facilities and prevent them from performing their prescribed emergency duties. Therefore, supplemental support will be needed from volunteers to assist with satisfying needs registered across Providence.
2. Volunteers may be called on to support various needs including outreach, sheltering, mass care, debris removal, light first aid and triage, crowd control, supply distribution, etc.
3. The period immediately following an emergency is critical in engaging volunteers to assist in the response to the emergency.

B. Planning Assumptions

1. General

- a. In some emergencies, shortages of critical resources can be predicted by government officials, which allows for measures to be taken in order to lessen the impact. However, shortages also will occur completely without warning.
- b. Local businesses and organizations are willing, whenever possible, to assist the community and Providence government during a period of resource shortage, particularly following a large-scale disaster.

- c. PEMA maintains lists of all categories of critical resources, personnel, supplies (mass care, in particular), and equipment that may be needed in Providence. Additionally, the lists will include the names, addresses, and telephone numbers of government and private departments that have and may provide the resources. Agency and departmental critical resources lists are fundamental to the effective response of Providence government to emergency activations. Procurement transactions, pricing, and vendor relationships need to be established prior to events requiring activation of the PEMA Emergency Operations Center (EOC). Protracted procurement processes may result from insufficient or nonexistent critical resource lists.
- d. In any emergency, donations will be received and managed by ESF 16 - Volunteer and Donations Management. Media coverage, managed by ESF 15 - Community and Public Affairs, should continue to provide public awareness about the need for donations.
- e. State and federal government assistance will be requested to supply unmet needs of response departments.

2. Volunteers

- a. Volunteer management response activities will be necessary in a potential, imminent or declared disaster, or during an emergency, all of which require rapid coordination in order to mitigate potential donations issues in the response phase of disaster operations.
- b. In a potential, imminent, or declared disaster, or during an emergency, volunteers will support the primary Providence response agency, supporting agencies, or partnering volunteer organizations.
- c. All communications based on the volunteer needs of an agency and availability of volunteers will be made through Providence CERT, unless the volunteer is affiliated with a partnering volunteer organization.
- d. In the aftermath of a disaster, community members may self deploy with the hopes of offering assistance and potentially disrupt the critical first responder operations. The VRC and its partners, will accept, evaluate, coordinate, and appropriately deploy such spontaneous volunteers through the Volunteer Reception Center Plan.
- e. In smaller emergencies, volunteer management may be handled by voluntary organizations with or without federal, state or city coordination.
- f. Providence CERT will work closely with ESF 15 - Community and Public Affairs to produce clear, consistent, and regular messages to the media. Providence CERT also will conduct volunteer engagement analysis, particularly by monitoring news sources for appeals for volunteers.

- g. Key preparedness steps are critical for the successful activation of ESF 16. Those steps include but are not limited to:
- h. Outreach to an affiliated and trained network of volunteers
 - i. Public education, recruitment, and training of volunteers to serve various agencies during an emergency.
 - ii. Exercising the activation and operation of Volunteer Reception Centers.
 - iii. Evaluation of Volunteer Reception Center procedures.
 - iv. Productions of after-action briefings on volunteer management operations and revise Standard Operating Procedures (SOPs) accordingly.
 - v. Efficient and effective mutual aid among the various local, state, and federal volunteer agencies require the use of Incident Command Structure in accordance with the National Incident Management System (NIMS), together with compatible equipment and communications.

3. Donations

- a. Donations management response activities will be necessary in a potential, imminent, or declared disaster, or during an emergency, all of which require rapid coordination in order to mitigate potential donations problems in the response phase of disaster operations.
- b. In an emergency, donors will offer assistance, including but not limited to: cash, goods, equipment and loan of equipment, food, services, etc.
- c. Providence CERT will be notified of all offers of assistance made directly to all levels of government, federal, state, city, as well as to voluntary organizations for coordination purposes.
- d. In smaller-scale emergencies, donations management may be handled by voluntary organizations with or without federal, city, or Providence CERT coordination.
- e. Providence CERT will work closely with ESF 15 - Community and Public Affairs to produce clear, consistent and regular messages to the media pertaining to the ongoing needs as relayed by Providence officials and community partners.
- f. Key preparedness steps are critical for the successful activation of ESF 16. Those steps include but are not limited to:
 - i. Communication with participating organizations about their potential role in donations management
 - ii. Training of ESF 16 representatives in WebEoc emergency management database
 - iii. Conducting donations management exercises
 - iv. Dissemination of public information in coordination with ESF 15 - Community and Public Affairs regarding donations acceptance protocols
 - v. Conducting after-action briefings on donations management operations and revise SOPs accordingly
 - vi. Security to protect donated items and monetary donations

IV. CONCEPT OF OPERATIONS

A. General

The Providence CERT ESF lead and designated supporting staff is responsible for planning, coordinating and managing the resource support in ESF 16. Municipal resources and capabilities will be coordinated and allocated by Providence EMA. The Public Information Officer (ESF 15) will monitor and release information to include updates on community needs, agencies involved in emergency relief, acceptable donations, volunteer needs, and points of contact for the public to volunteer and/or make donations.

B. Volunteers

1. Response activities for volunteer deployment and management will be closely coordinated with Providence officials including the PEMA and appropriate volunteer agency representatives.
2. Providence government looks principally to ESF 16 to coordinate voluntary organizations with established volunteer management structures in order to receive, process, and deploy volunteers to emergency operations.
3. Providence CERT will direct the designated volunteer center to stand up Providence's Volunteer Reception Center (VRC) for the purposes of processing and managing unaffiliated/spontaneous volunteers. Providence government encourages spontaneous volunteers to affiliate with a recognized volunteer organization that can facilitate their involvement in emergency relief activities.
4. Providence CERT will deploy and/or manage affiliated and trained volunteers to coordinate their involvement in emergency relief activities according to the needs entered through one of our established emergency management databases (WebEOC, etc.).
5. Providence CERT will stand up the VRC to serve as the primary agency for managing spontaneous/unaffiliated volunteers during an emergency. Management of volunteers requires a coordinated effort by all involved government entities, voluntary and community-based organizations, the business sector, and the media. The VDCT will be the operational entity tasked. VDCT coordinating activities may include:
 - a. Enhancing voluntary organization coordination.
 - b. Establishing a VRC.
 - c. Coordinating with government officials and partners to determine volunteer needs and designation of VDCTs.
 - d. Providing volunteer management communications support as necessary, creating parameters and instructions for proper donation of time and effort.

- e. Working with ESF 15 - Community and Public Affairs to disseminate information to the general public about volunteer needs.
- f. Coordinating with appropriate federal agencies for international offers of assistance that meet acceptance criteria established by Providence and the U.S. Department of Homeland Security/Federal Emergency Management Agency (USDHS/FEMA).
- g. Coordinating with ESF 5 - Emergency Management to provide updates for situation and after-action reports.

C. Donations

1. Response activities for donations management in the form of in-kind, services, materials, etc. will be closely coordinated with other Providence officials, PEMA, and appropriate volunteer agency representatives.
2. Providence government looks principally to ESF 16 to coordinate those voluntary organizations with established donation management protocols in order to receive and deliver appropriate donated goods to impacted communities in the recovery phase.
3. Providence government encourages donors interested in making financial contributions to connect with recognized and recommended voluntary organizations in order to encourage their support for emergency relief actions based on what is needed as expressed by other government officials and supporting partners.
4. Providence CERT will serve as the primary agency for managing donations during an emergency. Management of donations requires a coordinated effort by all involved government entities, voluntary and community-based organizations, the business sector, and the media.
5. The VDCT will work closely with voluntary organizations and agencies. In times of emergency, the team will activate donations management plan. VDCT coordinating activities may include:
 - a. Enhancing coordination with volunteer organizations.
 - b. Securing Providence warehouse spaces, points of entry, and checkpoints through public property.
 - c. Coordinating with appropriate federal agencies for international offers of assistance that meet acceptance criteria established by Providence and the U.S. Department of Homeland Security/Federal Emergency Management Agency (USDHS/FEMA; excluding solicitation of donations to non-city government organizations).
 - d. Coordinating with ESF 5 - Emergency Management to provide information for situation and after-action reports.

D. Organization

General

PEMA serves as the central clearinghouse for coordinating Providence resources, to include volunteers and donations, and supporting emergencies. PEMA, the Emergency Advisory Board, and other critical agency liaisons will work together to allocate critical resources on a priority basis. The EAB will address the efforts and activities necessary to evaluate, locate, procure, and provide essential material resources for mission critical departments.

This ESF is organized through the Providence EOC and is led by the municipal agency/department identified. All municipal and private resources attached to the mission of this ESF shall report to the municipal primary lead identified. During a Level 2 EOC activation, ESFs report directly to the EOC Director. During Level 3 EOC activations, ESF leads shall report to an Operations Section Chief. Providence utilizes the principles of the Incident Command System (ICS).

E. Notification

4. Upon notification of a potential or actual event requiring response, the Providence Emergency Management Agency will notify the appropriate staff to respond to the EOC and staff ESF 16 at the EOC.
5. All support agency contact persons for ESF 16 will be instructed to alert their contacts throughout Providence to ensure that all available resources are on standby.
6. Upon notification of an emergency, the ESF 16 Lead will coordinate with ESF 5 - Emergency Management to determine response needs.

F. Response Activities

1. **Initial Actions.** As part of the EOC activation, Providence CERT or designee will direct the VDCT leader to initiate the following activities, as needed:
 - a. Establish contact and begin to coordinate with representatives from the Volunteer Center and established voluntary organizations.
 - b. Activate a VRC to welcome, process, and appropriately deploy volunteers.
 - c. Ensure close coordination between the EOC, the VRCs, and staging areas.

- d. Provide status updates and other information to ESF 5 - Emergency Management.
- e. Utilize the WebEOC emergency management database to coordinate and manage the acceptance, control, receipt, storage, distribution, and disposition of donated goods.
- f. Establish an incident-specific donations protocol.
- g. Identify donations collection and distribution sites by coordinating with representatives at the EOC.
- h. Produce reports concerning donation and volunteer activities;
 - i. The ESF 16 Lead should will coordinate its activities in conjunction with ESF 7 - Resource and Logistics
 - ii. The EAB will conduct ongoing needs assessments, including gathering information from departments on what is needed, how much is needed, who needs it, where it is needed, and when it is needed.

2. Continuing Actions

- a. Providence will continue to conduct needs assessments and prioritize identified needs.
- b. Requests for volunteers and donations will be logged and prioritized. The ESF 16 Lead will be updated regularly about needs and status of requests.

G. General Actions

5. Prevention/Mitigation

- a. Identify steps to prevent or mitigate the impacts of identified hazards on designated or potential staging and warehouse areas and on volunteer organizations, on use of volunteers in an emergency, and on other ESF 16 activities.

6. Preparedness

- a. Personnel and equipment may be placed on standby, schedule or limited activation during an imminent threat or warning period.
- b. Staging areas or pre-positioning of personnel will be identified and coordinated as soon as possible.
- c. Identify ESF 16 capabilities and resources and mechanisms to track volunteers and donations.
- d. Ensure all municipal resources are typed based on NIMS requirements.
- e. Develop databases of equipment, materials goods, and services that may be needed for prevention/mitigation, preparedness, response, and recovery.
- f. Participate in ESF 16, and other local, state, and regional training and exercises.

7. Response

- a. Receive, process, and ensure credentials of, and, as requested, assist ESF 5 with deployment and tracking of volunteers.
- b. Receive, process, manage and account for donated goods and supplies and provide regular updates and as requested to ESF 7.
- c. Provide regular updates to ESFs 5 and 7 regarding available volunteers and donated goods and supplies.
- d. Provide volunteer personnel and donated supplies as requested by EOC or Incident Commander.
- e. Utilize Providence-owned buildings, land, areas and equipment for staging, storage, and other ESF 16 operations to the extent possible. Rented or leased buildings, land, areas or equipment may be utilized when other municipal resources are exhausted or being utilized and in coordination with ESF 7 and the Purchasing Department.
- f. All resources covered under other ESFs, such as communications, transportation, fuels, security, etc. will be coordinated and provided in cooperation with that respective ESF.
- g. Assist, coordinate, and facilitate contracting and commercial services with established local vendors whenever possible.

8. Recovery

- a. Provide all necessary logistical support to recovery operations, including, but not limited to hiring of temporary staff.
- b. Ensure the return of rented, leased, or borrowed equipment.

H. Direction and Control

ESF 16 normally operates in the EOC but may be required to function in an alternate command post or other location to complete the assignment and coordinate with the other supporting ESFs.

V. RESPONSIBILITIES

A. Primary Agency

Providence CERT

- Providence CERT will serve as the primary agency for managing volunteers and donations during an emergency. This is done through the Donations Coordinator who works with government entities, voluntary and community-based organizations, the business sector, and the media.
- Responsible for coordinating volunteers and donations resources and all support activities through ESF 16. Designated support departments will furnish resources as required and such support will continue throughout the event and will be terminated at the earliest practical time.

- Serve as the primary agency for ESF 16 at the EOC or other designated or assigned area and coordinate with Providence purchasing agents.

Providence Emergency Management Agency

- PEMA will serve as a support agency managing requested resources. PEMA manages the notification during an incident and provides requests for volunteers and donated goods through ESF 5 - Emergency Management.

B. Support Agencies

Providence Department of Public Works

- Public Works will provide transportation assistance to support the VDCTs or voluntary organizations in distributing donated goods and services.

Providence Fire Department

- The Providence Fire Department will coordinate with Providence CERT in managing donations, including notification when donations are about to be or have been depleted.

Providence Police Department

- Providence Police provides security at donation receiving and staging locations, and will provide escort assistance.

Department of Telecommunications

- Telecommunications provides centralized city-wide coordination and management of public safety voice radio technology and other public safety wireless communication systems and resources and, if required, may assist in providing comprehensive information to callers about donations and volunteer needs.

Providence Public School Department

- PPSD will provide space/facilities and staff to support VDCTs, and will help in receiving, organizing, and distributing donations.

Department of Parks and Recreation

- Parks and Recreation will provide space/facilities and staff to support VDCTs, and will help in receiving, organizing, and distributing donations.

Mayor's Office of Neighborhood Services (ONS)

- Will assist in conducting the community relations aspects of requesting donated goods during emergencies.
- ONS serves as the Mayor's primary constituent services organization. The ONS will provide rapid, complete, coordinated, and documented responses to constituent requests, complaints, and questions. It also provides information on community-based needs and offers of assistance.

Chief Information Officer (CIO)

- The CIO provides information technology and information management support to assist in monitoring and tracking donations.

City Administrator

- The City Administrator provides oversight and support to the Mayor and increases government effectiveness with cross-agency and targeted improvement initiatives, including the integration of strategic policy priorities, budgetary constraints, and operational directives. The office shares administration-level operational information about donations and volunteer needs.

Mayor's Press Office

- The Press Office will ensure that timely, reliable, consistent, and accurate information is made available to the public, affected communities, and other relevant parties.

Public Property

- Public Property will be mobilized during an emergency to aid in warehousing and staging of donated goods and services.

C. Other Support Agencies and Organizations

Rhode Island Chapter of the American Red Cross

- The Rhode Island Chapter of American Red Cross will assist in donations management and distribution. The ARC will provide a referral to interested donors about drives, hotlines, or agencies that collect donated items that can be warehoused. The American Red Cross also will work with Providence CERT to recruit and train local volunteers as needed in a relief operation.

Rhode Island Volunteer Organizations Active in Disasters (RIVOAD)

- RIVOAD will establish a process for involving member organizations in the mitigation of, preparedness for, response to, and recovery from an emergency.

Rhode Island National Guard

- The Rhode Island National Guard will support the safe collection and distribution of donated goods and services, via a formal request of PEMA to the State of Rhode Island.

Salvation Army

- The Salvation Army will assist Providence CERT in donations management and will open and operate food distribution centers as needed as a result of an emergency. They also will assist in identifying and implementing a strategic warehouse plan, and will help to manage warehouses.

D. Other Non-governmental Organizations

1. Other non-governmental organizations provide assistance, as needed, for the management of volunteers and donations. These NGOs include:
 - a. Adventist Community Service
 - b. Rhode Island Food Bank
 - c. Catholic Charities, United States
 - d. Church World Services
 - e. Humane Society of the United States
 - f. Local and Community Organizations
 - g. Lutheran Social Services
 - h. Mennonite Disaster Services
 - i. National Catholic Disaster Relief Committee
 - j. National Organization on Disabilities
 - k. Southern Baptist Disaster Relief
 - l. Volunteers of America

E. Primary Federal Agency

U.S. Department of Homeland Security/Federal Emergency Management Agency (USDHS/FEMA)

- USDHS/FEMA will assist Providence through the National Donations Strategy, assisted by private voluntary organizations with participation by federal and city emergency management personnel. USDHS/FEMA will serve as the primary federal agency for managing donations during a federally-declared disaster.

VI. FINANCIAL MANAGEMENT

Financial management will be handled through generally accepted practices as directed by municipal guidelines and standard operating procedures. The Incident Commander may establish a Finance/Administration Section. All departments/agencies are responsible for submitting records and reports to the Finance/Administration Section following an incident.

VII. REFERENCES AND AUTHORITIES

- City of Providence Ordinance, Section 7
- R.I.G.L. Chapter 30-15
- Standard Operating Procedures for Activating the Volunteer Reception Center, Aug 08
- EMAP Standard(s): 4.8.6

VIII. DEFINITIONS

Affiliated Volunteer: An affiliated volunteer is one who is affiliated with either a governmental agency or nongovernmental organization (NGO) and who has been trained for a specific role or function in disaster relief or response during the preparedness phase. While spontaneous volunteers may bring needed skills and resources, affiliated volunteers will most likely be used first in a disaster. Examples of affiliated volunteer groups include Community Emergency Response Teams (CERT), Search and Rescue Teams, and American Red Cross' Disaster Action Teams.

Donations: ESF 16 provides guidance for the coordination, management, and the acceptance, control, receipt, storage, distribution, and disposition of donated goods. This document provides the donations management framework for Providence, which can be activated for a potential, imminent, or declared disaster, or during an emergency. Donations management may be utilized during emergency preparation, mitigation, response, and recovery.

Providence CERT: Providence CERT members will act as the primary Providence agency responsible for ESF 16. The overall mission of the CERT is to strengthen and promote volunteer activities through three focus areas: partnerships, national service, and volunteerism. Providence CERT will accomplish ESF 16 through Volunteer and Donations Coordination Teams (VDCT). The response areas of the VDCT include: phone bank operations, donations processing, resource management (logistics), volunteer engagement, volunteer coordination, and media relations.

Unaffiliated/Spontaneous Volunteer: An unaffiliated or spontaneous volunteer is an individual who comes forward following a disaster to assist a governmental agency or a NGO with disaster-related activities during the response or recovery phase without pay or other consideration. By definition, spontaneous volunteers are not initially affiliated with a response or relief agency or preregistered with an accredited disaster council. They may possess training, skills, and experience that can be useful in the relief effort.

Spontaneous volunteers also may be referred to as unaffiliated, spontaneous unaffiliated or convergent volunteers.

Volunteers: ESF 16 provides guidance for recruiting, managing, and appropriately deploying affiliated, unaffiliated, and spontaneous volunteers in an emergency. This annex provides the volunteer management framework for Providence, which can be activated for a potential, imminent, or declared disaster, or during an emergency. Volunteers may be utilized and included in plans concerning emergency preparation, mitigation, response, and recovery. A volunteer is someone who willingly provides his/her services without receiving financial compensation.

Volunteer and Donations Coordination Team (VDCT): The VDCT is an operational team led by PEMA members made up of representatives from Providence government agencies, voluntary agencies, and community-based organizations.

1. The VDCT is created, trained, vetted, and operational before a disaster strikes as part of the preparation phase of ESF 16.
2. The VDCT can be organized into six response areas:
 - a. Phone Bank Operations
 - b. Donations Processing
 - c. Resource Management (Logistics)
 - d. Volunteer Engagement
 - e. Volunteer Coordination
 - f. Media Relations
- i. Determined by the nature of the disaster, Providence CERT members will utilize WebEOC, to coordinate with ESF 7, ESF 5 and all supporting agencies to prioritize donation requests and donation deployment.
- ii. The VDCT will activate a warehouse management system to hold all donations and shipments at a safe distance from the disaster area.
- iii. The VDCT will obtain an active needs survey coordinated through the OpsCenter, operating from the EOC.
- iv. The VDCT will identify the number and type of volunteers needed based on information captured from agencies, volunteers, and partners.
- v. The VDCT will prepare an after-action report identifying strengths and weaknesses in the team's performance, and it will revise the VDCT plan and training accordingly.

Volunteer and Donations Coordination Team Leader (VDCTL): The VDCTL is in charge of the operational team. A VDCTL will be determined by PEMA based on the specific needs related to the emergency.

1. The VDCTL will serve as the liaison to the Emergency Advisory Board (EAB).

2. This team will facilitate efficient, effective, and fair distribution of donations to vetted organizations that have registered their needs through WebEOC.
3. The VDCTL will have a clear understanding of the NRF and the EOP to ensure actions are conducted in accordance with the incident command system and the NRF Volunteer and Donations Management Support Annex.

Volunteer Reception Center (VRC): Serves as the primary agency and/or location for managing spontaneous/unaffiliated volunteers during an emergency.

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Part III

Support Annexes

**City of Providence
EMERGENCY OPERATIONS PLAN
February 2015**

SUPPORT ANNEX 1: Financial Management

REFERENCES AND AUTHORITIES

- Financial Administrative Procedures & Policies_2010_06

SUPPORT ANNEX 2: Local Mutual Aid / Multi-State Coordination

REFERENCES AND AUTHORITIES

- Southern New England Fire Emergency Assistance Plan
- Rhode Island Water/Wastewater Agency Response Network (WARN)
- Regional Catastrophic Coordination Plan and Annexes:
 - IED (Improvised Explosive Device)
 - Cyber Attack
- Various PEMA Memorandums of Understanding that are found in the PEMA Reference Library.

SUPPORT ANNEX 3: Logistics Management

REFERENCES AND AUTHORITIES

- Resource Management Plan (RMP)

SUPPORT ANNEX 4: Public Affairs

REFERENCES AND AUTHORITIES

- RI Emergency Public Information Plan
- Providence Emergency Public Information (EPI) Plan
- Providence Message Maps Catalog

Incident Annexes

**City of Providence
EMERGENCY OPERATIONS PLAN
February 2015**

ANNEX A

HURRICANES

**City of Providence
EMERGENCY OPERATIONS PLAN
February 2015**

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Hurricane Response Decision Guide	
<i>(File Located Here - M:\001_EMA\003_RXX_References\003_RNX_Natural Disaster\001_Hurricane)</i>	
Hurricane Response Execution Checklist	
<i>(Ibid)</i>	

ANNEX A HURRICANES

1.0 PURPOSE

The purpose of this attachment is to develop a consequence management plan for preparing, responding to, and recovering from the effects of a hurricane striking the City of Providence or the nearby region.

2.0 SPECIFIC HAZARD

2.1 NATURE OF THE HAZARD

Hurricanes have hit Rhode Island several times causing millions of dollars in damage and hundreds of deaths. The Hurricane season runs from the first of June until the end of November and due to the geography of the State, hurricane damage can occur in any community.

Thanks to the National Weather Service (NWS), information available on the Internet, and widespread access to weather information provided by the media, hurricane forecasts including track and strength have become readily accessible. Emergency managers may use the Saffir-Simpson scale as a practical tool to estimate the destructive forces associated with an approaching hurricane. The up-to-date Saffir-Simpson scale can be found at the National Hurricane Center website: <http://www.nhc.noaa.gov/aboutsshws.shtml>

2.2 HAZARD AGENTS

The primary hazard agents associated with a hurricane are the high sustained winds, flooding from storm surge or heavy rains and shoreline erosion. There are also a variety of secondary hazards. Depending on the location of the community, some agents create more risk than others.

The high winds can impose significant loads on structures and can cause loose objects to be propelled at high velocity. In addition, falling trees and limbs can take lives, cause property damage, and knock out power and communication lines.

Flooding during a hurricane can come from a variety of sources. Communities along an exposed coast may experience storm surge, above and beyond high tide. The excessive rainfall associated with hurricanes, in some cases 6 to 12 inches, may cause flash flooding.

Particularly along the south coast of Rhode Island, hurricanes have generated waves of up to 25 feet which easily could destroy structures near the shore. Debris driven by wave action can also cause major damage and RI has experienced very large boats coming further inland than anticipated. Persons exposed to such debris and objects are likely to receive severe injuries or be killed.

Loss of electric power is almost a certainty and since utility poles carry electricity, telephone and cable television wires, the loss of a single pole can cause widespread issues. Also common during and following hurricanes is contamination of water supplies, flooding of sewage treatment facilities and widespread loss of infrastructure (roads, bridges, including public and private property).

2.3 ASSESSMENT OF RISK

The City of Providence considers the overall risk of experiencing the direct effects of a hurricane as Medium.

The Inundation Map for the City of Providence (generated using the SLOSH Model) is included in Appendix 1. Within the City of Providence, the following areas are most likely to be affected by storm surge and wave action:

- India Point Park

Note: Attachment E addresses specific risks associated with flooding from excessive rainfall.

The following areas in Providence are particularly susceptible to high winds:

- All structures over six stories high
- Areas along the Providence River including the Port of Providence

The following special populations in Providence are considered at risk:

- Johnson & Wales Harborside Campus
- Johnson & Wales Hospitality Campus
- Rhode Island Hospital Complex
- Nursing homes and Assisted Living Facilities
- Educational facilities
- Dunkin Donuts Center
- Rhode Island Convention Center

3.0 SITUATION AND ASSUMPTIONS

3.1 SITUATION

Rhode Island and the City of Providence have been directly affected by six hurricanes during the past 75 years. In addition, the region has been affected by other tropical storms, a hurricane brush-by or remnants from hurricanes that strike to the south. In general the area has been brushed or hit by a tropical event every 7.8 years.

Modern technology used in the forecasting and tracking of hurricanes generally provides several days warning prior to the event. In addition, mass media tends to provide timely updates relating to the strength and location of the storm.

For tropical systems and hurricanes, the local Tropical Prediction Center in Miami,

Florida issues watches or warnings if conditions warrant. The NWS warnings for the event listed in this attachment are:

- Tropical Storm Watch – An announcement for specific coastal areas that tropical storm conditions are possible within 36 hours
- Tropical Storm Warning - A warning that sustained winds within the range of 34 to 63 knots (39 to 73 mph) associated with a tropical storm are expected in a specified coastal area within 24 hours or less
- Hurricane Watch – an announcement for specific coastal areas that hurricane conditions are possible within 36 hours
- Hurricane Warning – A warning that sustained winds 64 knots (74 mph) or higher associated with a hurricane are expected in a specified coastal area in 24 hours or less

The following essential services and critical facilities in the City of Providence are considered at risk from the effects of a hurricane:

- Port of Providence
- Department of Public Works
- LPG – LNG Oil Fields

Designated areas and facilities in the City of Providence that may require evacuation include:

- Olneyville
- Valley Street
- Gano Street
- India Point
- Field Point
- Public Works at Ernest Street
- Johnson & Wales Dorms

3.2 ASSUMPTIONS

Hurricanes tend to accelerate quickly as they approach the New England Coast. Preparatory actions should be taken well in advance of an approaching storm. The following time phases associated with an approaching storm should be considered:

- **Awareness** - 72-60 hours before the arrival of tropical storm force (32-63 mph) winds.
- **Stand-by** - 60-48 hours before the arrival of tropical storm force winds. Tropical storm watch or warning may be issued during this period.
- **Response** - 48 hours before the arrival of tropical storm force winds through the termination of the emergency. Hurricane watches and warnings are issued by the National Weather Service (NWS) during this period.

While the media plays a large role in publicizing the approaching storm, there will be segments of the local population unaware that the area is threatened by the storm.

As a storm approaches, hurricane preparedness guidelines are generally publicized through the media, however individual actions will vary widely.

There will be some percentage of the local population that will put their lives at risk because of the following:

- No experience with the destructive power of past hurricane events
- Attempting to protect property at risk (shoreline property, boats) by staying in place
- Thrill seeking

Depending on the size of the storm and the strike point, damage to property and critical infrastructure will vary widely.

The probability of overlap between jurisdictional areas of responsibility and working parameters defined by Federal, State and Local responders is high. Coordination among all involved is necessary for the public good.

Response activities may continue for an extended period of days or even weeks. Early responders may welcome relief provided by regional and Federal resources. No doubt there will be extensive media coverage; prompting many volunteers and donations that will require management.

4.0 CONCEPT OF OPERATIONS (UNIQUE PLANNING CONSIDERATIONS)

This section includes modifications to the City of Providence's emergency operations procedures as identified in the Basic Plan and Annexes A – I. These modifiers provide the concept for responding to a hurricane. These actions may be supplemented by specific SOP's developed by Providence's Emergency Response Team (ERT).

Appendix 3 contains (or references) these specific SOP's.

Note: Many of the actions identified in the following sections should be coordinated with the time phases identified in Section 3.1.

4.1 DIRECTION AND CONTROL

The Mayor must decide when to open the EOC. During the awareness level minimal staff is called in and staffing increased based on weather intelligence. Calls are placed to the EOC ERT and members are briefed. Planning is completed to determine shifts for 24-hour operation.

As the event nears, considerations on when the following actions must take place:

- Activation of local warning system (sirens), Emergency Alert System (EAS) community specific announcement(s)
- Closing of schools and city buildings.
- Restricting access to special risk areas (shorelines, known evacuation zones)
- Checking with the Red Cross to ensure preparedness to staff Mass Care facilities
- Opening of mass care facilities
- Timing and ordering evacuations
- Communicating and coordinating with other jurisdictions
- Suspending normal government activities such as trash collection (where trash could become airborne)

- Suspending normal local government operations (i.e. City Hall closed)
- Early release for non-essential workers (may be recalled for emergency duty)
- Receiving preparation and staffing status from local emergency response organizations
- Reporting local EOC readiness and commencement of Situation Reports to RIEMA

During and after the event, local command and control for the response effort will be coordinated by the Emergency Response Team (ERT) identified in the Basic Plan and direction and control activities identified in Annex A.

4.2 COMMUNICATIONS

The communications functions identified in Annex B will be activated during a hurricane event. There is a focus on preparation and preparing for increased emergency communications during response activity. Consideration is given to the following:

- Testing emergency communications and back-ups
- Distributing hand-held radios to key personnel who normally rely on cell phones or wire line phone communications
- Preparing and testing emergency generators for communications equipment
- Placing Amateur Radio operators on stand-by

4.3 WARNING

Any of the warning functions identified in Annex C may be activated during a hurricane event. The following additional considerations are identified below:

- Coordinating the warning of key personnel and the public to the three time phases listed in Section 3.2
- Ensuring multiple means of connectivity exists for reception of NWS Hurricane Watches and Warnings

4.4 EMERGENCY PUBLIC INFORMATION

Any of the EPI capabilities identified in Annex D may be utilized during a hurricane. Additional considerations outlined below should be phased with event timing:

Mass distribution of hurricane preparedness brochures from key locations

- Preparing press releases that clearly instruct residents and business about what to do, where to go
- Identifying which mass care location(s) have opened; announcing assembly points & pickup times for evacuation
- Reminding evacuees to bring any necessary medicine & other special needs items to mass care locations
- Issuing notices when mass care facilities are at capacity to prevent unnecessary over loading
- Advising media of any press conferences
- Preparing briefing sheets for the Mayor.

4.5 EVACUATION

Evacuation considerations identified in Annex E may be activated during any hurricane event. Additional considerations are identified below:

- Phasing evacuations according to event timing, areas at risk, and evacuation methods
- Giving special considerations for coastlines and selected areas
- Verifying if evacuation routes in Annex E are useable for this situation
- Informing adjacent communities of plans and timing
- Activating bus pickup plan, and if time allows, marking assembly points
- Ensuring that transportation arrives at assembly points for announced pickup times
- Ensure that transportation alternatives (paratransit, EMS, etc.) are provided for persons with Accessibility and Functional Needs.
- Provide and promote to the public a method of contacting authorities to receive additional evacuation guidance or support for populations with Accessibility and/or Functional Needs. This could include the City Hotline, Rhode Island 2-1-1-, Twitter, etc.
- Requesting reports about flooded areas that should be avoided, erecting barricades where needed
- Reminding evacuees to fill fuel tanks since power loss may affect gas stations, after the hurricane

4.6 MASS CARE

Mass care options identified in Annex E may be activated during any hurricane event.

The following hurricane mass care facilities criteria should be considered:

- Facilities and shelter services should be accessible to all populations searching shelter, including those with Accessibility and Functional Needs.
- Safe location(s) of mass care facilities (Ensure that mass care facilities are outside of flood plan zones and Category 4 storm surge inundation zone.
- Structural safety (Ensure that facilities selected for mass care are capable of withstanding winds loads as specified by the American Society of Civil Engineers of the American National Standards Institute guidelines)
- Provisions for back-up power and communications
- Provisions for “safe” food and water
- Policy and procedures for animal care and service animals in shelters.

4.7 HEALTH AND MEDICAL

Health and Medical actions identified in Annex G may be activated during any hurricane event. The following items require special consideration:

- Hospitals and medical facilities may be susceptible to high wind damage or be located in a flood zone

- Transport of patients to a medical facility during the height of the event will be impractical and extremely dangerous
- Water supplies can be easily contaminated
- Loss of power over an extended period of time will lead to spoiled food supplies
- Extensive flooding and infrastructure damage can lead to sewage run-off and sanitation issues

4.8 RESOURCE MANAGEMENT

Any of the Resources Management considerations identified in the City's Resource Management Plan should be considered during any hurricane. Additional considerations are identified below:

- Hurricane specific resources may include purchasing, stockpiling or otherwise obtaining ice machines, water purification systems, tarps, sand bags, sand, various sized pumps, generators, emergency lights, rescue boats, lengths of strong rope, batteries, flashlights etc.
- If unable to stockpile, maintain a list of where to obtain this and other material with afterhours phone numbers and points of contact (See Appendix 2)
- Fuel all city vehicles, since gasoline pumps rarely function during power outages after hurricanes
- Verify the storage and availability of spare fuel for generators and vehicles
- Manage the availability of food and lodging for EOC staff and emergency responders.
- After the event, be alert to the ever-present potential for an influx of donations and the need to manage volunteers and goods that arrive unsolicited.

4.9 RESPONDER ROLES AND RESPONSIBILITIES

Any specific Responder Roles and Responsibilities identified departmental SOPs and in Annex H should be considered during a hurricane event. Additional considerations for all functions and departments are identified below:

- Establish disaster mobilization schedules
- Review reimbursement and overtime policies and distribute proper forms for recording time
- Verify all necessary food and supplies (including Durable Medical Equipment and Consumable Medical Supplies) are on hand for the event
- Review department equipment to ensure its functionality for the storm event
- Verify fueling arrangements for all vehicles
- Test all emergency equipment and verify communications to/from EOC
- Review and verify the locations of staging areas for materials and equipment
- Confirm status of mutual aid agreements and contracts with private firms regarding emergency services
- Verify with electric utilities that key facilities are part of the priority restoration list
- Prepare and inspect all facilities for storm preparedness
- Monitor weather reports

4.10 OTHER OPERATIONAL CONSIDERATIONS

This section left intentionally blank.

4.11 INTER-JURISDICTIONAL RELATIONSHIPS

Specific Mutual Aid Agreements and/or Memorandums of Understanding developed between response organizations in the City of Providence and other municipalities or state agencies may be included in Appendix 4.

5.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

An effective response to a hurricane event will capitalize on many of the assignments and responsibilities identified in this EOP, particularly Annex H, Responder Roles and Responsibilities. Additional roles and responsibilities are outlined in the following paragraphs.

If requested by local officials, the State Emergency Management Agency (RIEMA) has the capabilities to support local emergency management authorities including the Incident Commander. These include acting as a conduit for various State and Federal resources and equipment. Several other State agencies including State Police, State Fire Marshal, State Environmental Management, and the State Health Department may also be requested to support emergency operations.

RIEMA is currently formulating a Statewide Urban Search and Rescue team trained to the current standards employed by FEMA for the national US&R teams. It is expected that some 120 people statewide will meet the training standards to belong to the elite unit. The State has identified a base location for this unit in Scituate. These teams could be useful in locating and rescuing victims following a hurricane

6.0 ADMINISTRATION AND LOGISTICS

Support efforts required as part of responding to a hurricane in the City of Providence are covered by administration and logistics functions listed in the Basic Plan and Annexes A-I.

7.0 PLAN DEVELOPMENT AND MAINTENANCE

The primary responsibility for coordinating any revision of this Attachment belongs to the Emergency Management Director, who is charged with maintaining all SOPs and other reference documents (See Appendices).

The plan shall be reviewed annually or following any exercise or use of the plan that identifies where improvements can be made.

8.0 AUTHORITIES AND REFERENCES

8.1 AUTHORITY

8.1.1 Federal

- *Homeland Security Act of 2002*, Establishes Department of Homeland Security (DHS)
- *The Robert T. Stafford Disaster Relief Act*, Public Law 93-288, as amended

8.1.2 State

- General Laws of Rhode Island, Title 30, Chapter 30-15, as amended

8.1.3 Local

- This Severe Weather Attachment is authorized under the auspices of the City of Providence's Basic Emergency Operations Plan.

8.2 REFERENCES

- *EMERGENCY OPERATIONS PLAN*, State of Rhode Island, Rhode Island Emergency Management Agency (RIEMA)
- *Guide For All-Hazard Emergency Operations Planning*; State and Local Guide (SLG) 101, Washington: FEMA, Sept. 1996
- *Generic Damage Characteristics of Hurricanes*, FEMA-190, Disaster Mitigation Guide
- *Hurricane Preparation Plan*, City of Homestead, Florida, June 2002 Providence Shelter Plan
- Providence Animal Shelter Plan
- ADA Title II Best Practices Tool Kit – Chapter 7, Addendum 1 Shelter Checklist, Department of Justice
- ADA Title II Best Practices Tool Kit – Chapter 7, Addendum 2: The ADA and Emergency Shelters, Department of Justice
- Integration of Functional Needs Support Services in General Population Shelters, Federal Emergency Management Agency

CITY OF PROVIDENCE HURRICANE EVACUATION

Hurricane Storm Surge Threatened Areas	Emergency Lodging	Evacuation Route	Traffic Control Points
Filed Point Area Consisting of: Harborside Blvd., Shipyard Blvd., Fields Pt. Dr., Seaview Dr., Terminal Rd., and Allens Ave. from Terminal Rd. to Flood Barrier including Lehigh St., Seymour St. and Pleasure St.	B. Jae Clanton Elementary School 672 Prairie Ave. Capacity = 2,500	Allens Ave. to Thurbers Ave. Ernest St. to Eddy St. to Thurbers Ave. Narragansett Blvd. to Ernest St.	Allens Ave. and Thurbers Ave. Terminal Rd. and Allens Ave. Shipyard Blvd. and Ernest St. Fields Point Dr. and Ernest St. Harborside Blvd. and Narragansett Blvd. Narragansett Blvd. and Ernest St.
Lowlying Areas of Providence River from South Water St. to Gano St. including India St., Wickenden St., Trenton St., East Transit St., Fremont St. and River Dr.	Hope High School 324 Hope St. Capacity = 2,500	River Dr. to Angell St. to Hope St. India St., Wickenden St., Trenton St., East Transit St., and Fremont St., to Gano St., to Angell St., to Hope St.	River Dr. and Angell St. India St. and Gano St. Fremont St. and Gano St. Gano St. and Angell St. Angell St. and Hope St.

CITY OF PROVIDENCE FLOOD EVACUATION

Floodway Fringe Area	Emergency Lodging	Evacuation Route	Traffic Control Points
Lowlying Area of Moshassuck River, West River, and Woonasquatucket River including Branch Ave. from Winchester St. to Louisissett Pike Charles St. from Randall St. to Silver Spring St. Collyer St. and Concord St.	Classical High School 770 Westminster St. Capacity = 2,000	I-95 to Atwells Ave. Exit to Plain St. to Westminster St.	Silver Spring St. and Charles St. Charles St. and Louisissett Pike And Chalkstone Ave. Chalkstone Ave. and I-95 I-95 and Atwells Ave.
Valley Sr. Area from Wolcott St. to Dennis J. Roberts Expressway Kingsley Ave. from Eagle St. to Stillman St. Eagle St. from Valley St. to Broadway	Mount Pleasant High School 434 Mount Pleasant Ave. Capacity = 2,500	River Ave. to Chalkstone Ave. to Mount Pleasant Ave. and Atwells Ave. to Mount Pleasant Ave.	Valley St. and River Ave. River Aveand Chalkstone Ave. Chalkstone Ave. and Mount Pleasant Ave.

CITY OF PROVIDENCE

LOCATIONS OF EVACUATION SIGNS

Sign Number	Location	Type of Sign	Square Feet
1	Gano St. at India St. (NB) Pole #27	CD-1	4.0
2	Angell St. at Taber Ave. (NB) Pole #38	CD-1	4.0
3	Taber Ave. at Pole #6 West on Laurel		
4	Pole #20 North on Arlington		
5	West on Olney St. Pole #22	Arrow (R)	
6	North on Camp St. Pole #1	Arrow (L)	
7	North on Camp St. to 33 Camp St., Martin Luther King Elementary School	Arrow (L)	

(NB, EB, WB, SB) = North Bound, East Bound, West Bound, South Bound

Arrow (R) = Right Arrow
 Arrow (L) = Left Arrow
 Arrow (S) = Straight Arrow

CITY OF PROVIDENCE

LOCATIONS OF EVACUATION SIGNS

Sign Number	Location	Type of Sign	Square Feet
1	Valley St. at Harold St. (NB) Pole #46	CD-1	4.0
2	Harold St. (WB) at Chalkstone Ave. Pole #79	Arrow (L)	2.2
3	Valley St. at River Ave. (NB) Pole #4	CD-1	4.0
4	River Ave. at Chalkstone Ave. (WB) Pole #134	Arrow (L)	2.2
5	Valley St. at Atwells Ave. (WB) Pole #124	CD-1	4.0
6	Atwells Ave. at Mt. Pleasant Ave. (NB) Pole #0170	Arrow (R)	2.2
7	Chalkstone Ave. at Mt. Pleasant Ave. (NB) Pole #7 Mt. Pleasant High School 434 Mt. Pleasant Ave.	Arrow (R)	2.2

(NB, EB, WB, SB) = North Bound, East Bound, West Bound, South Bound

Arrow (R) = Right Arrow
 Arrow (L) = Left Arrow
 Arrow (S) = Straight Arrow

CITY OF PROVIDENCE

LOCATIONS OF EVACUATION SIGNS

Sign Number	Location	Type of Sign	Square Feet
1	Valley St. at Woonasquatucket Bridge (SB) Pole #165	CD-1	4.0
2	Valley St. at Broadway (EB) Pole #1	Arrow (L)	2.2
3	West on Broadway Pole #21		
4	South on Barton St. Pole #77		
5	West onto Westminster St. to 1655 Westminster St., Samuel W. Bridgham Middle School		

(NB, EB, WB, SB) = North Bound, East Bound, West Bound, South Bound

Arrow (R) = Right Arrow

Arrow (L) = Left Arrow

Arrow (S) = Straight Arrow

CITY OF PROVIDENCE

LOCATIONS OF EVACUATION SIGNS

Sign Number	Location	Type of Sign	Square Feet
1	Allens Ave. (SB) Pole #345 South of Oxford St.	CD-1	4.0
2	Ernest St. (WB) Pole #384 West of Allens Ave.	CD-1	4.0
3	Ernest St. (WB) Pole #89 North of Eddy St.	Arrow (R)	2.2
4	Eddy St. (NB) Pole #161 West of Thurbers Ave.	Arrow (L)	2.2
5	Thurbers Ave. Pole #58 Prairie Ave. South of Thurbers Ave.		
6	To 672 Prairie Ave. B. Jae Clanton Elementary School		

(NB, EB, WB, SB) = North Bound, East Bound, West Bound, South Bound

Arrow (R) = Right Arrow
 Arrow (L) = Left Arrow
 Arrow (S) = Straight Arrow

CITY OF PROVIDENCE

LOCATIONS OF EVACUATION SIGNS

Sign Number	Location	Type of Sign	Square Feet
1	<p>Sabin St. at Dorrance St. Pole 75 Ft. of Dorrance St. (WB)</p> <p>Broadway at Barton St. (SB) Pole #70 Westminster St.</p>		
2	<p>Washington St. at Dorrance St. (WB) Pole #2</p> <p>West on Washington St. Pole #32 Pole #37 Pole #44</p> <p>South on Knight St. Pole #34</p> <p>West on Westminster St. Pole #31</p>		

(NB, EB, WB, SB) = North Bound, East Bound, West Bound, South Bound

Arrow (R) = Right Arrow
 Arrow (L) = Left Arrow
 Arrow (S) = Straight Arrow

CITY OF PROVIDENCE

LOCATIONS OF EVACUATION SIGNS

Sign Number	Location	Type of Sign	Square Feet
3	Westminster St. at Dorrance St. (WB) Pole – West on Westminster South on Empire St. West on Broad St. Pole #1 South on Cahir St. Pole #1 West on Westminster St.		
4	Dorrance St. at Pine St. (WB) Pole #16 West on Pine St. North on Pearl St. West on Broad St. North on Bridgham St. West on Westminster St.		

(NB, EB, WB, SB) = North Bound, East Bound, West Bound, South Bound

Arrow (R) = Right Arrow

Arrow (L) = Left Arrow

Arrow (S) = Straight Arrow

ANNEX B

HAZARDOUS MATERIALS

**City of Providence
EMERGENCY OPERATIONS PLAN
February 2015**

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Attachment 1 – Extremely Hazardous Substances (EHS)

Attachment 2 – Sample Radio Announcements

Attachment 3 – Site Specific Facility Plans

Attachment 4 – Executive Order Number 2005-03

Attachment 5 – Port Evacuation Plan

Attachment 6 – State Emergency Response Commission/Hazardous Materials Incidence Notification Summary

LEPC Member List is available at www.rilepc.org

ANNEX B

HAZARDOUS MATERIALS

1.0 DISTRIBUTION

This plan has been distributed to the following officials, departments, agencies and private businesses within the City of Providence. This plan replaces all previous copies of Annex J of the city's Emergency Operations Plan.

<u>Name</u>	<u># of copies</u>
Mayor	1
City Council	1
City Solicitor	1
Fire Department	20
Police Dispatch Center	1
Bureau of Operational Control (Communications)	1
Police Department	5
Providence Emergency Management Agency	1
Narragansett Bay Commission	1
Providence Water Supply Board	1
Planning Department	1
Community Emergency Coordinator	1
Rhode Island Hospital	1
Roger Williams Medical Center	1
Red Cross	1
RI Department of Environmental Management (DEM)	2
RI Emergency Management Agency (EMA)	2
Providence & Worcester Railroad	1
US Coast Guard (MSO Providence)	1
RI Public Transit Authority (RIPTA)	1
Facilities	1
Amtrak	1

2.0 OFFICIALS & DEPARTMENTS OF THE CITY OF PROVIDENCE

[illegible]

3.0 Purpose

- A. This Hazardous Materials Response Annex for the City of Providence has been prepared to meet statutory planning requirements of the federal Super Fund Amendments and Reauthorization Act of 1986 (SARA TITLE III), and to provide for a higher degree of preparedness to deal with incidents involving hazardous materials. This plan is developed to comply with the standards set forth in CERCLA, EPCRA, CWA, National Contingency Plan Oil Pollution act and Disaster Relief Act.
- B. The plan has been specifically designed to serve as an Annex to the City's Emergency Operation Plan (EOP) and supplements that document. Every effort has been made to integrate the Hazardous Materials Annex

with the EOP. In that regard, the Plan is consistent with existing authorities, planning assumptions, systems, and procedures.

4.0 Situation and Assumptions

A. Situation

1. Industries and businesses located throughout Providence are manufacturing, storing, transporting, and/or using extremely hazardous substances. See Attachment 1 for a list of these facilities. As of the printing of this plan, 54 facilities have reported as using extremely hazardous substances
2. Extremely hazardous substances are being transported through the City of Providence and have the potential for hazardous material incidents. The transportation routes for these chemicals are Route I-95, I-195, Routes 1, 1A, 2, 5, 6, 7, 10, and 44. Especially vulnerable is the proximity of Rhode Island Hospital, located at 564 Eddy St, to these roads and to the RMP facilities which exist in the Port of Providence. These facilities are located on Terminal Rd, Harborside Blvd, Terminal Rd. and Georgia Ave, Allen's Ave, Valley St. Promenade St, Public St and Harris Ave are also Hazardous Material Transportation Routes

B. Assumptions

1. Potentially dangerous materials are either manufactured, stores, or transported through the City of Providence. These materials do not present a threat in their controlled environment; however, an accidental release could result in hazardous situations.
2. City government is responsible for safety measures or precautions that may be required for public protection until a hazardous situation has been corrected and the material is again in controlled environment.
3. State and Federal government is responsible for providing needed services and resources which are unavailable to, or not within, the capabilities of local government.

5.0 Concept of Operations

1. Initial Notification of Haz-Mat Emergencies

General:

- 5.1 Timely, informative and accurate notification of a hazardous material emergency is critical for an effective emergency response operation. Section 304 of SARA Title III requires the immediate notification of the Community Emergency Coordinator and the State when a release of a hazardous chemical occurs.
- 5.2 Although Title III does not require the emergency notification of the fire department, the State Emergency Response Commission (SERC) believes such a notification is critical. The SERC has provided a

suggested Title III Release Report Form which provides for notification to the fire department. The City of Providence endorses this form and has made it a part of its notification procedure.

- 5.3 A communications facility, designated as the local warning point, shall be manned 24 hours a day and have the capability of initiating the required warning and alerting procedures, and the capability to communicate with the various agencies. For the City of Providence, the Local Warning Point (LWP) is the Providence Telecommunication Headquarters located at 1 Communications Place.

Notification Procedures: This procedure reflects the belief that both city and state personnel must be immediately notified of a release.

- a. When a hazardous material incident occurs, notification of the incident can be received in several ways. Most incidents will be reported through the E-911 System to the Providence Fire Department and the Providence Police Department.
- b. Upon notification of a hazardous material emergency, the Dispatch Center shall record all emergency notification information on the Rhode Island SERC Release Report Form(Attachment 3)
- c. The local OSHA office shall be notified by Fire dispatch any time there is an injury caused by the release of Hazardous Materials
- d. Included in the Release report are the Date and time, the caller's organization and a callback number, exact location and whether the release is in transportation or a fixed facility. Also included are the Materials involved, the nature of the incident such as a Motor vehicle accident, Hazardous material release and whether the incident is an explosion spill or fire. Other information to be gathered is the need for evacuation and what assistance is being requested.
- e. The Dispatch Center shall immediately alert and inform the Providence Fire Chief , who is also the Community Emergency Coordinator,(or his alternate) of the emergency notification information
- f. The Dispatch center shall immediately alert and inform the State Emergency Response Commission (SERC) of the emergency notification information via the State Spill Hotline, (401)641-7649. (The State Spill Hotline is operates by the Rhode Island Emergency Management Agency. Its purpose is to provide a statewide reporting system for hazardous materials spills and to initiate the appropriate State response.)
- g. Should any injuries occur due to the release of Hazardous Materials OSHA is also to be notified at 401 528 4669

2. On-Scene Response Operations:

- A) The first arriving units must assess the situation for its potential danger to the safety and health of the population in the immediate area and take personal protective measures .The first responders will then isolate the area and evacuate persons in immediate

danger. Law enforcement agencies shall immediately be summoned to maintain a perimeter until the danger or potential danger can be assessed. If evacuation of surrounding areas is warranted, a limited evacuation procedure should be initiated. A command post will be established. All agency representatives called to the scene should report to this point or a designated Agency response location.

- B) The first unit on the scene shall declare a response level, which may be increased or decreased as more senior officials arrive. A description of Response Levels follow:

Emergency Response Levels:

- 5.3.1 Response level 1- Controlled Emergency Condition
 - 5.3.1.1 Incident can be controlled by single agency –first responders
 - 5.3.1.2 Single jurisdiction and limited agency involvement
 - 5.3.1.3 Does not require evacuation, except for structure or facility
 - 5.3.1.4 Confined geographic area
 - 5.3.1.5 Minimal threat to life, health, property or the environment
 - 5.3.1.6 Incident Command shall be established

Contact: Fire Department Police Department SERC, DEM NRC

Chemtrec

- 5.3.2 Response level 2- Limited Emergency Condition
 - 5.3.2.1 Potential threat to life, health, and property or the environment
 - 5.3.2.2 Requires resources beyond the capability of the first arriving companies
 - 5.3.2.3 May require limited protective action of the surrounding area
 - 5.3.2.4 Limited evacuation or shelter in place of nearby residents or facilities, involvement of more than one jurisdiction or multiple agencies
 - 5.3.2.5 Requires HAZMAT or Specialist team
 - 5.3.2.6 Combined emergency operations such as firefighting and evacuation, or containment and emergency medical care.
 - 5.3.2.7 Incident command shall be established

Contact: All agencies in Level I HAZMAT Teams PEMA Public Works, Health Department, Red Cross, RIEMA, State Police, Public Utilities:

- 5.3.3 Response level 3 – Full Emergency condition
 - 5.3.3.1 Severe hazard which poses an extreme threat to life, health and property or the environment.

- 5.3.3.2 Requires large scale public protective measures
- 5.3.3.3 Large geographic impact
- 5.3.3.4 Major community evacuation or shelter in place
- 5.3.3.5 Multi-jurisdictional involvement
- 5.3.3.6 HAZMAT and Specialist teams deployed
- 5.3.3.7 Extensive resource management and allocation
- 5.3.3.8 Multiple emergency operations
- 5.3.3.9 Requires activation of an extensive on scene Incident Command structure and activation of the community Emergency Operations Center(EOC)

OSC/RRT Contact: All Level I and II agencies EPA, USCG, ATSDR, FEMA
 Narragansett Bay Commission

3. Incident Command System:

- a. Initially, the ranking fire officer on the scene will act as the Incident Commander(IC) and direct the on-scene operations and coordinate the efforts of all agencies involved in on-site emergency operations related to the incident. The IC will act through the respective agency representatives who will maintain control over their respective forces.
- b. Because of the nature of most hazardous material incidents, a unified command structure will be used. Under the unified command structure in the Incident Command System (ICS), the implementation of the action plan will be done under the direction of a single individual- the operations chief. The operations chief will normally be from the agency that has the greatest jurisdictional involvement or operational responsibility. Designation of the operations chief must be agreed upon by all the agencies having jurisdictional and functional responsibility at the incident.
- c. In the City of Providence, the operations chief will normally be a ranking fire department officer.
- d. **The need for an unified command is brought about because:**
 - 1. *Incidents have no regard for jurisdictional boundaries, and hazardous material spills usually require the cooperation and coordination of multiple agencies*
 - 2. *Individual agency responsibility and authority is normally confined to a single jurisdiction.*
- e. The concept of unified command simply means that all agencies who have a jurisdictional and operational responsibility at a multi-jurisdictional incident contribute to the process
 - 3. Determining over all incident objectives
 - 4. Selection of strategies
 - 5. Insuring that joint planning for tactical operations will be accomplished
 - 6. Insuring that integrated tactical operations are conducted

7. Ensuring that adequate resources are available and ordered when needed
- f. **The proper selection of participants to work with in a unified command structure will depend upon:**
 8. The location of the incident; which political jurisdictions are involved.
 9. The kind of incident; which functional agencies of the involved jurisdictions are involved.
- g. **In Providence, the unified command structure table of organization will consist of:**
 10. The Fire Department
 11. The Police Department
 12. Local EMA representative
 13. The Principal Responsible Party (PRP) Facility Representative
 14. Federal On Scene Coordinator either an EPA representative or a representative of the US Coast Guard
- h. **Under this plan, the person in charge of plant personnel and resources will be part of the unified command structure.**
- i. **Additional agencies may be included in the decision-making processes as their involvement in the mitigation effort increases. At that time they will become part of the unified command staff and be co-located at the command post (CP)**
- j. **The fire department (Incident Commander), Police Department, and EMA rep will be co-located at the CP with the responsible party, and the DEM.**
- k. The IC will coordinate the mitigation of the hazardous material incident until the situation is stabilized, at which time command is passed to the agency designated to oversee the completion of the clean-up process; the RI Dept. Of Environmental Management Fire service and other emergency personnel will standby and assist when requested.
- l. When activities are judged by the safety officer or his assistants to be unsafe and/or to involve an imminent dangerous condition, the safety officer shall have the authority to alter, suspend, or terminate those activities. The safety officer shall immediately inform the IC of any action taken to correct these hazards at an emergency scene. The Safety officer must be a certified HAZMAT Technician
- m. There will be one command post located at the incident scene. This will be the command post (CP) in close proximity to the incident where the initial control will be exercised by the IC. An access control point located a safe distance from the incident at the best access point to the scene will be controlled by the police department.
- n. A staging area will be located a safe distance away with good access to the incident and where equipment and personal can be assembled for deployment by the IC. All responding agencies will report to the Agency Response Area where the Liaison Officer (LO) will coordinate the activities of responding organizations. If

- no agency response area has been set-up, incoming agency reps will report to the CP.
- o. All Fire Service personnel are trained to the Hazardous materials Operations level. These personnel can take defensive mitigation and protective measures until the arrival of the Providence Fire dept. Hazardous Material Response Team (HMRT) and or other CFR 1910.120 trained Hazardous Material Response Teams arrive to implement additional actions to stabilize and mitigate the incident.
 - p. Communications for the incident will be directed by the Communications Unit leader who for the purpose of this plan will be the Chief of Providence Fire Department Communications. The Communication Unit leader or his designee will determine the channels to be used by Fire department responders. Other agencies will communicate using their assigned frequencies .Interagency communication will be achieved face to face or by cell phone or other electronic means
 - q. 800 MHz The 800 MHz system will allow interagency communication using the same radio system. The Communications Unit Leader or his designee will determine the frequencies to be used by first responders and other agencies. Predetermined radio channels are part of the Providence UASI SOP and the Providence UASI TICP and are located in the Communications dispatch office
 - r. Pursuant to Homeland Security Directive(HSPD)#5 the City of Providence will manage all incidents in compliance with the practices and procedures outlined in the National Incident Management System (See Attachment 4)

4. Public Warning and Emergency Information

General

- a. The purpose of this section is to provide for timely, reliable and emergency information pertaining to the need for protective actions and provide information on the emergency situation to the media
- b. A release of a hazardous material into the environment could quickly bring harm to the public. The public, however, can be protected through the implementation of protective actions. In order for protective actions to be effective, the public must be first warned, or alerted, that an emergency exists and secondly, instructed on what to do.
- c. The hazard analysis of the City of Providence has identified 54 facilities with extremely hazardous substances and 54 vulnerable zones surrounding these facilities where such protective action could be implemented. Attachment 4 of this Annex, Site-Specific Facility Plans, details specific information on the 54 vulnerable zones.

Emergency Information Procedures:

a. Door-to-door route alerting:

1. Alerting and notifying the population by going door to door is usually the first procedure initiated immediately after an incident. Sometimes, especially in transportation emergencies, this procedure may be the only means available for notifying segments of the public. However, door-to-door route alerting can be very time consuming, a problem in rapidly developing hazardous material incidents.
2. Responders who do not have the proper protective equipment must not place themselves at risk by entering a toxic atmosphere in an attempt to alert the population.

b. Area route alerting:

In this method, motor vehicles including Fire department vehicles equipped with public address systems travel routes, identified by the incident commander to notify people of the emergency situation. The Providence police department shall be primarily responsible for accomplishing route alerting. The Incident Commander shall determine the appropriate protective actions (sheltering in-place evacuation) and, in the event an evacuation is necessary, the general direction toward which evacuees should proceed. Fire Department Apparatus are also equipped with Public Address systems and may be used for public alerting purposes

c. Emergency Alerting System (EAS):

1. Normally, EAS activation will occur for Level III emergencies (actual or potential) and in the event the entire City or adjacent communities may be affected
2. In most cases, it would not be necessary to activate the statewide EAS to notify the entire state of a hazardous material emergency. However the state wide EAS may be utilized to inform listeners to tune to a particular radio station for further information. Community officials are encouraged to and may develop an agreement with a local radio station to broadcast local emergency information.
 - i. Activation of the EAS
 - ii. The Incident Commander shall request that the Chief of Police or his alternative

communicate with the RI Emergency Management Agency (during normal office hours) or the RI State Police to contact radio station WLKQ-AM to standby for a statewide EAS announcement.

- iii. The Incident Commander shall select the appropriate protective action, and EAS message, and communicate this to the Police Chief or his Alternate who will communicate this to radio station.
- iv. Communications should be kept open between the radio station and the Police Dept. at all times for further updates. During a serious emergency that would require the use of EAS, updates might be required frequently (at least every 10 minutes).
- v. Sample EAS messages have been prepared to assist Incident Commanders. The pertinent details are to be filled in to deal with the actual situation. See Attachment 2 to this annex.

d. Reverse 911 Telephone System:

The city of Providence has in Place the reverse 911 Emergency Notification System that is controlled and activated locally. The system may be activated by predetermined areas (i.e. Neighborhoods areas of particular vulnerability such as the port, by police district, or ward), city wide notification by certain area as determined by the incident commander or by plume model data with information provided by the Providence Fire Department HMRT (information as to include wind direction and identification of the hazardous substance released). The city's reverse 911 system is maintained and activated by the Emergency Management Agency or its designee. It shall be the responsibility of the Incident commander to determine the warning area during a hazardous material incident, determine whether evacuation or shelter in place messages need to be developed as well as the specific wording of the message Providence EMA or its designee will then activate the Reverse 911 system and determine whether or not additional features of the system will be activated. For example for critical incidents of severe consequence to the population the system mass calling feature may be employed to expedite the telephone calls that need to be made.

e. Emergency Warning Siren System:

The city of Providence is instituting a locally siren system to warn business owners and residents of an impending emergency. These sirens are in place at Brown University, the Rhode Island School of design and Johnson and Wales University at Harbor-side Drive. They are also in place in the port of Providence and can be activated from PEMA and Division 1 Chiefs car. These sirens are accompanied by a voice message directing people as to what protective measures are to be undertaken City ordinance requires all businesses or institution installing future emergency warning systems to coordinate system operations with the Providence Emergency Management Agency.

System Activation Procedures:

1. Upon hearing the siren stop and listen for directions
2. Instructions may be to evacuate or shelter in place. Tune to local media if possible for direction
3. Shelter in place: Go indoors shut doors and windows. Seal doors and windows if possible. Shut down ventilation Systems
4. Evacuation: Have a plan Have a GO kit. Evacuate upwind. Travel miles not 10s of miles. Shelters are listed in this document. Monitor local media for instructions.
5. Call, text, or engage the provided sites or numbers to request additional Functional Needs Support Services.

Protective Actions:

General

1. To implement actions that would reduce or eliminate public and emergency workers exposure to hazardous materials release into the environment.
2. A release of a hazardous material into the environment could quickly bring harm to public health and can immediately pose life threatening dangers to emergency workers. In-place sheltering and evacuation are protective actions that the public could take to reduce or eliminate their exposure to a hazardous material.

Implementing Public Protective Action

1. The incident Commander shall be responsible for ordering initial protective actions. Large scale protective actions shall be ordered by the Mayor
2. To be effective, protective actions must be started as soon as the hazard is recognized by the incident commander. Wind borne chemical plumes travel the speed of the wind. For example, if a light breeze of 5 mph is blowing the plume will travel approximately 5 miles in one hour or one mile in 12 min.
 - A) *In Place Sheltering.* Evacuation during incidents involving chemicals is sometimes, but not always, necessary.

Airborne toxicants can be released and move downwind so rapidly that there would be no time to evacuate residents. For short-term releases, often the most prudent course of action for the protection of the nearby residents would be to remain inside with the windows and the heating and air conditioning system shut off. An airborne release will frequently move past quickly. Additionally vulnerable populations, such as the sick and elderly, may sustain more injury during evacuation, than they would be staying inside and putting simple countermeasures into effect.

- B) *Evacuation.* Accidental or intentional releases of hazardous materials may require the evacuation of the population. These areas can include those directly affected by toxic fumes and those that may be potentially affected during the course of the incident. Evacuation is a complex undertaking. For a more complete review of the tasks involved with evacuation, see Annex F of the city's Emergency Operation Plan. Steps Include:
- i. **The specific area to evacuate**
 - ii. **Protective Gear to be worn to conduct evacuation or alert**
 - iii. **Instructions to be given to evacuees**
 - iv. **Transportation of evacuees who are without private transportation.**
 - v. **Assistance to special populations**
 - vi. **Shelter locations.**
 - vii. **Security for evacuated areas**
 - viii. **Traffic and pedestrian control**
 - ix. **Communication procedures**

Port Evacuation Plan

The Port Evacuation Plan was developed by LEPC 2 in 2005 to address evacuation procedures to be used in the event of a release in the port of Providence. This plan is exercised annually. This plan is located in Attachment 5

- A) **Termination Protective Actions.**
The Incident Commander (or the mayor for large scale emergencies) shall authorize persons to reenter affected or threatened areas when the RI Dept. of Health and/or RI Dept. of Environmental Management advises that reentry is safe.
- B) **Evacuation and Shelter in Place**
These actions may be used in conjunction with each other to effectively protect the Public. In general a long slow release will require evacuation. For a rapid release where the toxic vapors will rapidly dissipate shelter in place may be the best option for public protection. Both methods are dependent on the material involved and

existing conditions and are subject to the best judgment of the Incident Commander

Organization and Responsibilities:

A. Mayor:

1. *The Providence Mayor* is ultimately responsible for protection of lives and property in an emergency or disaster situation. By law, the Mayor has the authority to direct all emergency operations within the city. As the highest elected official, the Mayor has powers and duties with respect to emergency operations within the city similar to those of the Governor on the state level.
2. *The Mayor* serves as the spokesperson for the city. The Mayor shall inform the public of what has happened and what the City is doing about it. The Mayor is also the spokesperson in behalf of the city to the governor and congressional and statehouse representatives.
3. *The Mayor* is responsible for making emergency policy decisions and has the authority to:
 - a. Declare a state of emergency for the City
 - b. to commandeer private property
 - c. Direct and compel and evacuation of all or part of the city.
 - d. Control ingress and egress to and from a disaster area.
 - e. Suspend rules and regulations

Additional powers may be found in RI General Law Chapter 30.15.

4. The line of Succession in Providence is as follows:
Mayor City, Council President

B. The City Council:

There is no formally prescribed role for an individual council member in a major Haz-Mat incident. However, council members and management must develop an understanding of what their respective contributions will be in emergency situations.

C. The Mayor:

If the incident is severe, the Mayor will activate the policy board and summon department heads to City Hall, where direction & control operations are performed

1. Overall command and control of an incident away from scene operations is typical during level three emergencies.
2. Calling and conducting media briefings at the Primary Command and Control Center

3. Implementing the emergency policy decisions of the Mayor
4. Directing the emergency operational response of the City's services.
5. Requesting State or Federal Assistance

D. The City Solicitor:

1. During a major emergency, the City Solicitor shall be represented at the Primary Command and Control Center and provide guidance on formulating emergency policy decisions.
2. Keeping the city's future legal interests in mind, the Providence City Solicitor shall ensure the actions taken by the city are based upon adequate legal foundations.
3. The City Solicitor shall assist in the writing of emergency executive orders

E. Fire Service:

Upon response to a hazardous material incident, the officer in charge shall determine the response level and ensure that dispatch makes the appropriate notifications.

These Notifications shall include the following agencies

- a. National Response Center
 - b. DEM
 - c. RIEMA (SERC)
 - d. PEMA
 - e. Providence Police
 - f. State Police
 - g. hospitals via Nextel on Wide area 3 C Bank 800mhz system
 - h. USCG
 - i. EPA for Level II or III incidents
 - j. Chemtrec
 - k. Narragansett Bay Commission
1. The Incident commander shall take or cause to be taken the following actions Locate name and establish command. Respond safely. Approach the incident from upwind and uphill if possible. Isolate evacuate and deny entry to the immediate area. Rescue savable human life. Refer to the latest edition of the DOT Emergency Response Guide for initial evacuation and Isolation distances.
 2. Identify the material involved and the hazard without endangering responders. Gather all information available including MSDS sheets bills of lading etc. Contact Chemtrec and leave a call back number. Request technical assistance from the shipper or manufacturer or responsible party.
 3. Give the fire dispatch center a situation report describing in brief terms what they see, what information they have been given, and

what action they are taking. The situation report should be updated periodically or if the situation changes dramatically. The amount of product involved or the department's ability to handle the situation does not alter the fact that the Haz Mat incident exists. When there is any doubt about the identity of a product it shall be considered hazardous until it has been identified and prevent to be otherwise.

4. Take appropriate action to Provide for the life safety of responders, victims and the public, stabilize the situation, and protect property and the environment. Identify public protection measures that must be taken. Identify areas that may be impacted by the release of Hazardous materials with available research materials and electronic resources (CAMEO).
5. Ensure that the following agencies are notified: Providence Police Department. RI Dept. of Environmental Management (DEM), and the State Emergency Response Commission (SERC). Request additional support agencies as needed and Technical support from Chemtrec, the manufacturer and other such agencies that may be able to provide technical assistance as needed.
6. Provide incident commander to coordinate initial response and take action .to stabilize the situation. Set up unified command with Police Dept., DEM, and PEMA and a representative of the responsible party. At a fixed site, the incident commander will coordinate the emergency services efforts and work jointly with the Facility Emergency Coordinator and the Federal On Scene Coordinator.
7. Establish a command post, staging area, agency response area, security perimeter, and exclusion zones. The location of these areas will be passed on to other responding agencies.
8. Provide a Liaison Officer (LO) to set up the agency response area.
9. Prepare to release information regarding the incident to the public. This may require the establishment of a PIO. Large incidents will require the activation of a Joint Information Center (JIC). In any case, the Incident Commander must approve information released to the public regarding the incident.
10. Standby scene as long as situation exists.
11. Conduct decontamination as required upon the advice of the state Department of Environmental Management or Health Dept.

12. When the situation is stabilized, transfer the situation over to the state department of environmental management for clean-up operations. Fire Service personnel will standby and assist as required.

F. DISPATCH CENTER

1. Dispatch the appropriate department based upon the information received.
2. As soon as it has been determined that a hazardous material incident exists, contact the State Spill Hotline at 401 222 2284 to initiate the appropriate state response.
3. Take necessary steps to warn municipalities and the public in the area affected when directed to do so by the Incident Commander, City Manager, Mayor, or their designated representatives.
4. Have on hand an up to date evacuation plan and list of shelters and special populations for facilities with extremely hazardous substances.
5. The BOC shall control Communications for any Hazardous Materials incident The means of Communications for responders are as follows
 - a. Providence Fire Department 800 MHz Radio system
 - b. Providence Police Department 800 MHz Radio System
 - c. Tacpac Satellite phone
 - d. Cellular phone
 - e. Internet via the Tacpac
 - f. Intercity VHF Radio
6. The BOC shall make the notifications to the following Agencies
 - a. National Response Center
 - b. Department of Environmental Management
 - c. SERC
 - d. PEMA
 - e. RIEMA
 - f. Area Hospitals through the Nextel HCS or Wide Area 3 C Bank 800 MHZ radio system
 - g. Dept. of Health
 - h. USCG
 - i. EPA

j. Narragansett Bay Commission

G. POLICE:

1. Provide interpreters for emergency public notification announcements
2. In coordination with IC, establish perimeter around incident, allowing no unauthorized persons into area.
3. In coordination with IC, establish access coordination point for all to enter and exit
4. As necessary or as direct by the IC, conduct evacuations of the area at risk Law enforcement officers will not be used in areas where the atmosphere is contaminated. They do not have the protective clothing and equipment to operate safely in these areas.
5. Provide a person to the command post who can commit personnel to the situation and make decisions toward mitigation of the incident.
6. Develop traffic flows for area and provide this information to the Liaison Officer
7. Serve as part of Unified Command

H. PROVIDENCE EMERGENCY MANAGEMENT AGENCY:

The Providence Emergency Management Agency shall manage, control, supervise and direct the activation of the Emergency Operation Center.

The EOC shall be activated under the following conditions

- a. At the request of the Incident Commander
 - b. During a Level II incident the EOC shall be manned by the Fire Dept. PEMA, Police, Communications and DPW
 - c. During a Level III incident All ESFs fully operational
1. Identify special needs people within the community that might require special assistance during an emergency.
 2. Staffing the emergency operations center (EOC), and ensuring staffing by other appropriate agencies
 3. Obtaining resources as requested by the Incident Command
 4. General situation reports for the Chief Executive Officer (Mayor), or state or federal authorities
 5. Maintaining close coordination with the Red Cross and/or shelter managers regarding shelter operations; assisting with the procurement of shelter resources.

6. Prior to an emergency, identify disabled citizens that might require special assistance during an emergency.
7. Ensure that the community's emergency operations plan is reviewed and updated annually.
8. Activating Reverse 911

I. WASTEWATER:

1. Determine and evaluate the effect the incident will have on sewer and drainage systems and best methods to prevent contamination or damage to sewer systems.
2. Take necessary steps to ensure that sewer and drainage systems are not contaminated and, if contamination occurs, prevent contamination or damage to sewer systems
3. Take necessary steps to ensure that sewer and drainage systems are not contaminated and, if contamination occurs, to oversee decontamination and cleanup.
4. Assist in evaluation of potential impact on public health and safety in a sewer or storm system.
5. Serve as a member of the Local Emergency Planning Committee
6. Ensure that local laws, codes, and regulations with regard to hazardous materials, sewers and the environment have been complied with prior to and during an incident.

J. WATER DEPARTMENT:

Determine and evaluate the effects of incident on the water system and best methods to prevent or stop contamination.

K. PLANNING DEPARTMENT:

Serve as a member of the Local Emergency Planning Committee

1. Collect information necessary for the development of site-specific contingency plans, such as population demographics, sensitive environmental data, and topography.
2. Supply GIS support for any Hazmat incident
3. Provide maps, aerial photographs, and demographics to the Incident Commander for use in decision-making during an actual emergency.

L. DEPARTMENT OF PUBLIC WORKS:

1. Determine and evaluate the effects of incident on public properties and roads.
2. When required, provide a person to represent Public Works and act as a link to the IC during the incident.
3. Coordinate the containment effort by damming, diking, ditching or other means necessary to prevent spread of contamination.
4. Assist in the decontamination of equipment and the environment as required
5. Provide barricades for traffic control.
6. Transport fuel for emergency vehicles at the scene of a long term incident.
7. Serve as a Member of the Local Emergency Planning Committee.

M. SCHOOL DEPARTMENT:

1. Upon request and in conjunction with the Red Cross and Salvation Army open congregate care shelters for evacuees when required.
2. Establish feeding for evacuees in conjunction with congregate care shelters.
3. Establish procedures within every school to rapidly implement sheltering in place protective actions.

N. BUS TRANSPORTATION COMPANY:

When requested by the Incident Commander, provide school bus transportation for evacuees.

The Private contractor that provides student transportation to the city of Providence has in effect a memorandum of Agree to provide each neighborhood within the city with 3 (Three) buses with drivers during an emergency incident including 18(eighteen) handicapped accessible buses

O. COMMUNITY EMERGENCY COORDINATOR:

1. SARA title III Section 303 requires the appointment of a Community Emergency Coordinator.

2. The Community Emergency Coordinator shall be notified of all hazardous material emergencies within the City.
3. Shall receive notifications from adjacent communities that a Haz-Mat incident has occurred which might impact Providence
4. The Fire Chief or his alternate shall serve as the Community Emergency Coordinator

P. RED CROSS:

1. Open and operate shelter(s) for evacuees should residents in the community need to be evacuated.
2. Upon request, provide canteen service for on-scene working personnel should incident be of long duration.
3. Upon request, provide individual with radio to Incident Commander to represent and act as a link to the Red Cross during the incident.

Q. RI DEPARTMENT OF ENVIRONMENTAL MANAGEMENT:

1. Representative of this agency is part of the unified command at a Haz Mat Incident
2. Determine degree of hazard to personnel and environment; provide this information to the IC
3. Determine degree and evaluate short and long term hazards to surrounding community, personnel, and the environment.
4. When notified by the Fire Department that the incident is stabilized, approve the clean-up, salvage, decontamination and/or disposal operations.
5. Ensure that the local, state, and federal law, codes, and regulations have been complied with prior to and during the incident.
6. Determine and evaluate the airborne hazards caused by the incident.
7. Provide available mitigation resources

R. RI EMERGENCY MANAGEMENT AGENCY:

1. Provide technical expertise through other technical sources

2. Operate the state's mobile Command response vehicle. Provide communications and coordination among adjacent jurisdictions.
3. Provide evacuation recommendations based upon Computer air modeling programs and chemical reference library. CAMEO WISER Cobra Software
4. Public Information will be coordinated by The Deputy Chief of Policy and the Mayor's Press secretary
5. Coordinate response from other state and federal Agencies, such as State Police, National Weather Service, FEMA, and EPA.
6. Request assistance from the Federal Regional Response Team when incident exceeds capabilities of state and local resources.
7. The RI EMA can provide an extensive library of technical information from on board books and computer databases, cellular computer modem linkages, and receipt of cellular fax from manufacturers.

S. INDUSTRY:

1. Facilities storing any of the 360 extremely hazardous substances above the threshold planning quantity must name an employee as a "facility emergency coordinator".
2. The facility emergency coordinator must participate in the communities planning process.
3. Under section 311/312 of SARA Title III. Facilities must submit chemical inventory information annually, to the State, Local Emergency Planning committee, and the local fire department.
4. Facilities that do not have any extremely hazardous substance on site as defined by SARA Title III, but may present a risk to the community if there is a release of some other hazardous material, are requested to participate in the community planning process.
5. A facility that is not involved in an incident may, at the request of state or local government, provide assistance or advice in mitigating the effects of an actual or threatened release of a hazardous material (i.e. equipment or technical knowledge). The hazardous waste cleanup Good Samaritan Act (IU General Laws 23-19.8) provides that any person or facility that provides such assistance shall not be subject to civil liabilities or penalties of any type.

T. PROVIDENCE & WORCESTER RAILROAD COMPANY:

1. Provide equipment, personnel, and expertise regarding Haz-Mat incidents involving rail cars.
2. Operating the P & W Haz Mat Response Team, which includes OSHA approved trained response personnel. trained at the Transportation Test center, Pueblo, CO.

The HAZ MAT response van is equipped with:

- AC portable generator (5,000 watts.).
 - 2 (Bio-marine) air packs (60 min.)
 - 3 SCBA's (North 30 min.)
 - 5 fully encapsulated suits (Level A)
 - Radio equipment including vehicle repeaters and portables; radio headsets for use with suits
 - Meteorological equipment (weather station)
 - Plug & patch equipment
 - Decontamination equipment
 - Diking and damming equipment
 - Miscellaneous tools
 - Portable computer
 - Cellular phone
 - Gas/vapor analyzer
 - Reference material
3. The Providence and Worcester (P&W) HAZMAT Response Team responds from Worcester, MA.
 4. Telephone: (508)755-4000 ext. 400 (24 Hour Number)

U. U.S. Coast Guard:

1. In accordance with the National Response Framework (NRF) the US Coast Guard, through the Captain of the Port – Providence, shall be responsible for developing and maintaining a Federal local contingency plan for the Providence port and harbor area.
2. The US Coast Guard shall be responsible for furnishing the pre-designated Federal On-Scene Commander for all discharges of oil and hazardous substance which result from a vessel casualty or vessel-transfer activity in the Providence area.
3. The Captain of the port is responsible for Hazardous Materials release in any navigable water way and all facilities east of Allens Avenue and south of the Point Street Bridge

4. If local and state resources are insufficient to control the danger that the emergency poses to the public or environment, the US Coast Guard may assign a Federal OSC who has the authority under the CFR 40 part 300.400 to take whatever actions are necessary to protect the public welfare and the environment. In this case, the Federal OSC and the local incident commander will work together as a team and respond to the emergency in a coordinated manner.

6.0 ADMINISTRATION AND LOGISTICS:

Logistics is the function that acquires and maintains the necessary resources to support the overall incident management. The City of Providence should use those resources under their control prior to accessing outside supplies. State agencies will provide logistical support to responding agencies with in the capabilities of their resources. For major incidents, the R1 EMA may activate the state's disaster response mechanism (i.e.: the state emergency operations center) to address resource shortfalls.

7.0 PLAN DEVELOPMENT AND MAINTENANCE:

This plan must be reviewed annually by the Providence Emergency Management Agency, under the supervision of the LEPC and in coordination with all involved agencies. Attention must be given to maintaining current.

1. Resource Lists
2. List of facilities which are known to use or store hazardous substances and transportation routes.
3. Names and phone numbers of agencies, personnel and representatives included in this plan and related laws.

This plan must be exercised on an annual basis, as coordinated by the LEPC. Exercises should be preceded with some degree of training and must be documented. A critique of the exercise must indicate specific areas of the plan requiring updating or improvement and must document steps taken toward that end. A response to major incident may be considered as an exercise, provided that a critique follows.

As soon as possible following an incident involving the release of an extremely hazardous substance, a critique should be conducted by the LEPC in cooperation with the responding agencies and facilities.

8.0 AUTHORITIES:

1. As outlines in the Basic Plan of the EOP
2. Superfund Amendments and Reauthorization Act of 1986, SARA Title III.
3. Executive Order No. 87-6.1, Governor, State of Rhode Island.

9.0 REFERENCES:

NRT-1. National Response Team Hazardous Materials Emergency Planning Guide, March 1987

Hazardous Materials Managing the Incident third edition (Redhat Publishing 2004)

RESOURCES/EMERGENCY CONTACTS:

A. OUTSIDE TECHNICAL ASSISTANCE

Agency/Organization	Phone	Note(s)
Chem-Trec	1-800-424-9300	
State Emergency Response Commission	401-294-0861 (Routine)	
RI DEPARTMENT OF ENVIRONMENTAL MANAGEMENT	222-2284 (Spill Hotline) 222-2808 222-2797	
USCG, MARINE SAFETY OFFICE, E. PROVIDENCE Providence On-Scene-Coordinator, Coastal Zone	435-2300	
NATIONAL RESPONSE CENTER, WASHINGTON D.C.	1-800-424-8802	
PROVIDENCE EMERGENCY MANAGEMENT AGENCY	680 8000	
PROVIDENCE AND WORCESTER RAILROAD 24 Hr. Emergency	1-508-755-4000 1-800-447-2003 1-508-799-4472	
AMTRAK POLICE, PROVIDENCE	722-4140	
OSHA	1800-321-6742	
RI POISON CONTROL CENTER	1 800 222 1222	
U.S. ENVIRONMENTAL PROTECTION AGENCY REGION 1 Provides EPA's Federal On-Scene- Coordinator Inland Zone	1-617-223-7265	
RADIOLOGICAL EMERGENCY ASSISTANCE REGION 1 Brookhaven Area Office Upton, New York	1-516-282-2200 1-312-972-5731	
RED CROSS, PROVIDENCE	831-7700	
RI STATE POLICE HEADQUARTERS	444-1000	
Narragansett bay Commission	222 6781	

B. MEDIA SOURCES:

Agency/Organization	Phone	Note (s)
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City of Providence Emergency Operations Plan

WIRE SERVICES, Providence		
Associated press office	274-2270	
United Press International, Providence Office	351-5955	
NEWSPAPER Providence Journal – Bulletin News Dept. (24 Hrs.)	277-7000	
TELEVISION WJAR Television, Channel 10 (24 Hrs.) Kenney Drive Cranston, RI	455-9105	
WPRI Television, Channel 12 24/7 Westminster Industrial Park East Providence, RI	438- 3310	
WLNE Television, Channel 6 (24 Hrs.) 10 Orms Street Providence, RI	453 8044 Or 453 8045	
RADIO STATIONS:		
WPRO, Providence News Room	433-2200	
WEAN, Providence News Room	277-7990	
WHJJ News Room	438-6110	
WLKW News Room	331-7810	
WWLI News Room	272-1105	
WSNE News Room	438-1187	

C. BUS EVACUATION PICKUP POINTS:

<u>1st Ward</u>	<u>5th Ward</u>
Fox Point School 21 Wickenden Street 455 Wickenden St.	Water Supply Board 612 Academy Avenue
Holy Rosary Church 17 Traverse Street	Mt. Pleasant High School 434 Mt. Pleasant Avenue.
Fox Point Boys Club 90 Ives Street	Nathaniel Green School 721 Chalkstone Avenue
<u>2nd Ward</u>	<u>6th Ward</u>
Jewish Community Center 401 Elmgrove Ave.	Hillcrest Apartments 40 Leander Street

City of Providence Emergency Operations Plan

Engine 5 155 Humboldt Ave.	Riveredge Apartments 993 Manton Avenue
Providence Mental Health Center 520 Hope Street	Curtis Arms Apartments 80 Curtis Street
<u>3rd Ward</u>	<u>7th Ward</u>
Armory Mtd. Command 1051 North Main Street	Engine 6 489 Hartford Avenue
Hope High School 324 Hope Street	Silver Lake Avenue 529 Plainfield Street
Engine 4 270 Rochambeau Avenue	St. Bartholomew's Church 297 Laurel Hill Avenue
<u>4th Ward</u>	<u>8th Ward</u>
Da Vinci Center 470 Charles Street	Messer Street Fire Station 201 Messer Street
Chad Ad Sun Community Center 263 Chad Brown Street	Fire Division of Training 274 Reservoir Avenue
Wanakuk Boys Club 550 Branch Ave.	Kilmartin Plaza 160 Benedict Street
Engine 2 10 Branch Ave.	Roger Williams Park Casino
<u>9th Ward</u>	<u>9th Ward Cont.</u>
Colony House 1 Cadillac Drive	Army Reserve Center 385 Niagara Street
	RIPTA Garage 265 Melrose Street
<u>10th Ward</u>	<u>14th Ward Continued</u>
Mary Fogarty School 299 Oxford Street	Oakland Ave. Sr. Citizens 145 Oakland Ave.
Washington Park Community Center 43 Jillson Street	RI School for the Deaf Corliss Park
Oxford Place Apartments 200 Gordon Avenue	<u>15th Ward</u>
<u>11th Ward</u>	Olney Towers

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	1 Valley Street
Edmund Flynn 220 Blackstone Street	Marvin Gardens Westminster & Marvin Streets
Westminster Place 700 Westminster Street	Nickerson House 133 Delaine Street
West End Community Center 109 Bucklin Street	Webster Avenue School 191 Webster Ave.
St. Martin De Porres Center 160 Cranston Street	
Cranston Street Armory 123 Dexter Street	
<u>12th Ward</u>	<u>13th Ward</u>
Carroll Towers 243 Smith Street	Parenti Villa 25 Tobey Street
Engine 7 151 North Main Street	Dominica Manor 100 Atwells Ave.
<u>14th Ward</u>	Holy Ghost Day Care 33 Swiss Street
Kennedy School 195 Nelson Street	Holiday Inn 21 Atwells Ave
St. Pius School 19 Elmhurst Ave.	

D. SHELTER LIST FOR HAZ MAT INCIDENT

*Central High School -2000 70 Fricker Street Providence, RI	456-9111 Ward 11, District 3
*Classical High School -2000 770 Westminster Street Providence, RI	456-9136 Ward) 1. District 3
*Mt. Pleasant High School - 2500 434 Mt. Pleasant Avenue Providence, RI	456-9183 Ward 5, District 4
*Nathaniel Greene -200	456-9347

City of Providence Emergency Operations Plan

21 Chalkstone Avenue Providence, RI	Ward 5, District 6
Nathan Bishop Middle School - 2000 101 Sessions Street Providence, RI	456-9344 Ward 2, District 1
Roger Williams Middle School - 2500 278 Thurbers Avenue Providence, RI	456-9355 Ward 10, District 2
*Hope High School -2500 324 Hope Street Providence, RI	456-9161 Ward 3, District 3
Oliver Hazard Perry Middle School 370 Hartford Avenue Providence, RI	456-9352 Ward
Gilbert Stuart Elementary School -1500 188 Princeton Avenue Providence, RI	456-9340 Ward 11, District 4
George J. West Elementary School 145 Beaufort Street Providence, RI	456-9337 Ward

(*) Denotes buildings which are accessible to the handicapped.

DEFINITIONS:

AAR/BOE: Association of American Railroads/Bureau of Explosives

ACT: Superfund Amendments and Re-authorization Act of 1986.

ATSDR: Agency for Toxic Substances and Disease Registry (HHS).

BLEVE: Boiling Liquid Expanding Vapor Explosion

BUDDY SYSTEM: A system of organizing employees into work groups in such a manner that each employee of the group is designated to observe the activities of at least~ one other employee in the work group.

BY -PRODUCT: A material(s) produced or generates in an industrial process in addition to the principal product

CAER: Community Awareness and Emergency Response program. Developed by the Chemical Manufacturers Association (CMA). Guidance for chemical plant managers to assist them in taking the initiative in cooperating with local communities to develop integrated community/industry hazardous materials response plans.

CAMEO: **Computer** Aided Management of Emergency Operations

CARCINOGEN: A substance that causes cancer.

CD: Civil Defense (Civil Preparedness)

CDC: Centers for Disease Control (HHS).

CEPP: Chemical Emergency Preparedness Program. (Developed by the U.S. EPA to address accidental releases of acutely toxic chemicals).

CERCLA: Comprehensive Environmental Response compensation and Liability Act. (A Federal Law passed in 1980 and modified in 1986 by the Superfund Amendments and Reauthorization Act. The Acts created a special tax that goes into a trust fund, commonly known as Superfund, to investigate and clean up abandoned or uncontrolled hazardous waste sites).

CFR: Code of Federal Regulations

CHEMICAL INVENTROY LIST: a list which indicates the chemicals within a facility which fall under the reporting requirements of Title III.

CHEMICAL PROCESS: particular method of manufacturing or making of a chemical usually involving a number of steps or operations.

CHEMICAL PROTECTIVE CLOTHING: Specialized garments which are designated to protect the wearer from exposure to chemical products.

CHEMNET: A mutual aid network of chemical shippers and co tractors. CHEMNET has more than 50 participating companies with emergency teams, twenty three subscribers (who receive services in an incident from a participant and then reimburse response and cleanup costs), and several emergency response contractors. CHEMNET is activated when a member shipper cannot respond promptly to an incident involving that company's product s) and requiring the presence of a chemical expert. If a member company cannot go to the scene of the incident, the shipper will authorize a CHEMNET -contracted emergency response com any to go. Communications for the network are provided by CHEMTREC, with the hipper receiving notification and details about the incident from the CHEMTREC communicator.

CHEMTREC: Chemical Transportation Emergency Center. (Op rated by the Chemical Manufacturers Association. The center provides information and/or assistance to emergency responders. CHEMTREC contact the shipper or producer of the material or more detailed information. Including on-scene assistance when

feasible. Can be reached 24 hours a day by calling 1-800-424-9300). (Also see "HIT")

CHLOREP: Chlorine Emergency Plan. (Operated by the Chlorine institute. A 24 hour mutual aid program. Response is activated by a CHEMTREC call to the designated CHLOREP contact, who notifies the appropriate team leader, based on CHLOREP's geographical sector assignments for teams. The team leader in turn calls the emergency caller at the incident scene and determines what advice and/or assistance is needed. The team leader then decides whether or not to dispatch his team to the scene.

CHRIS/HACS: Chemical Hazards Response Information System/Hazardous Assessment Computer System. (Developed by the U.S. Coast Guard. HACS is a computerized model of the four CHRIS manuals that contain chemical-specific data. Federal OSC's use HACS to find answers to specific questions during a chemical spill/response. State and local officials and industry representatives may ask an OSC to request a HACS run for contingency planning purposes.

CLEANUP: Actions taken to deal with a release or threatened release of hazardous substances that could affect public health and/or the environment.

CMA: Chemical Manufacturers Association.

CMED: Coordinating Medical Emergency Direction

COMBUSTION PROCESS: Materials produced or generated during the burning or Oxidation of a material.

COMMAND POST: A. designated area that is a safe distance upwind from an incident site where the Incident Commander, ON-Scene Coordinator, emergency responders and technical representatives can make emergency decisions, deploy manpower and equipment, maintain liaison with the media and handle communications.

COMMISSION: The State: Emergency Response Commission

COMMITTEE: The local planning committee within a State

COMPREHENSIVE EMERGENCY RESPONSE PLAN: A plan which is developed by the local planning committee to assist local communities in handling a chemical emergency.

CP: Civil Preparedness (Civil Defense; Emergency Management).

CWA: Clean Water Act.

DECONTAMINATION: The removal of hazardous substances from employees and their equipment to the extent necessary to preclude the occurrence of foreseeable adverse health effects.

DEM: Department of Environmental Management

DOT: U.S. Department of Transportation

EAS: Emergency Alerting System. (To be used to inform the public about the nature of a life threatening hazardous materials incident and what safety steps they should take).

EENET: Emergency Education Network (FEMA)

EMA: Emergency Management Agency

2675 in the Washington, D.C. area) can be reached 24 hours a day for reporting actual or potential pollution incidents).

EMI: Emergency Management Institute. A component of FEMA's National Emergency Training Institute located in Maryland. It conducts resident and nonresidential training activities for government officials, managers in the private economic sector, and members of professional and volunteer organizations on subjects that range from civil nuclear preparedness systems to domestic emergencies caused by natural and technological hazards. Nonresident training activities are also conducted by State Emergency Management Training Offices under cooperative agreements that offer financial and technical assistance to establish annual training programs that fulfill emergency management training requirements in communities throughout the nation

EMERGENCY PLANNING DISTRICT: An area designated by the State Emergency Responsive Commission for which the local planning committee will develop a comprehensive emergency response plan.

EMERGENCY RESPONSE: The response to any occurrence which results, or is likely to result, in a release of a hazardous substance due to an unforeseen event.

EMS: Emergency Medical Services

EMT: Emergency Medical Technician

ENVIRONMENT: includes water, air, land, and the interrelationship that exists among and between air, water, land, and all living things

EOC: Emergency Operations Center

EOP: Emergency Operations Plan (Developed in accordance with Federal Civil Preparedness Guide (CPG) 1-8. EOP's are multi-hazard, functional plans based upon best available local information.

EPA: U.S Environmental Protection Agency

EPCRA: Emergency Planning and Community Reauthorization Act

ERD: Emergency Response Division (EPA)

ERT: Environmental Response Team. (A group of highly specialized experts available through the EPA 24 hrs. a day)

ESTABLISHED PERMISSIBLE EXPOSURE: The inhalation or dermal permissible exposure limit specified in 29 CFR Part 1910, Sub-part Z, or if none is specified, the exposure limits of NIOSH Recommendations for Occupational Health Standards dated September, 1986, incorporated by reference, or if neither of the above is specified, the standard specified by the American Conference of Governmental Industrial Hygienists in their publication "threshold Limit Values and Biological Exposure Indices for 198-87," dated 1986, incorporated by references, or if none of the above is specified, a limit based upon a published study or manufacturer's safety data sheet brought to the employer's attention.

Evacuation: A Public protective action which involves the orderly withdrawal of individuals from a hazardous or threatened area until such time as the area is deemed to be safe for use.

HAZARDOUS WASTE OPERATION: Any operation involving employee exposure to hazardous wastes, hazardous substances, or any combination of hazardous wastes and hazardous substances that are conducted within the scope of the OSHA Standard 1910.

HAZARDOUS WASTE SITE: Any facility or location at which hazardous waste operation are within the scope of the OSHA 1910 Standard.

HAZOP: Hazard and Operability Study. A Systematic technique for identifying hazards or operability problems throughout an entire facility. One examines each segment of a process and lists all possible deviations for normal operating conditions and how they might occur. The consequences on the process are assessed, and the means available to detect and correct the deviations are examined.

HEALTH HAZARD: A chemical for which there is statistically significant evidence based on at least one study conducted in accordance with established scientific principles that acute or chronic health effects may occur in exposed employees.

HHS: U. S. Department of Health and Human Services.

HIT: Hazard Information Transmission (Program). (A digital transmission of CHEMTREC's emergency chemical report to first responders at the scene of a

hazardous materials incident by the use of a computer and modem via telephone lines or a cellular telephone network. The report advises the responders on the hazards of the materials, the level of protective clothing required, mitigating actions to take in the event of a spill, leak or fire, and the first aid for victims. HIT is a free public service provided by the Chemical Manufacturers Association. Reports are sent in emergency situations only to organizations that have pre-registered with HIT. Brochures and registration forms may be obtained by writing: Manager, CHEMTREC/CHEMNET, 2501 M Street, N. W., Washington, D.C. 20037).

ICS: Incident Command System is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for management of assigned resources to effectively accomplish stated objectives at the scene of an incident.

IDLH: Immediately Dangerous to Life or Health. Any condition that poses an immediate threat to life or which is likely to result in acute or immediate severe health effects. This includes oxygen deficiency.

IEMS: Integrated Emergency Management System. Developed by FEMA in recognition of the economics realized in planning for all hazards on a generic functional basis, as opposed to developing independent structures and resources to deal with each type of hazard.

IMMEDIATE SEVERE HEALTH EFFECTS: Any acute clinical sign or symptom of a serious, exposure related reaction manifested within 72 hours after exposure to a hazardous substance.

INCIDENT COMMANDER: The individual who has overall responsibility for the implementation of the incident command system.

INVENTORY FORMS: Refers to the Tier I and Tier II chemical inventory forms.

LEPC: Local Emergency Planning Committee. The body designated by the State Emergency Response Commission to develop the emergency response plan for the emergency planning district.

MSDS: A Material Safety Data Sheet is an information data sheet containing information pertaining to the properties and hazards of a chemical substance.

NACA: National Agricultural Chemicals Association.

NCP: National Oil and Hazardous Substance Pollution Contingency Plan is defined as the Federal regulation that guides the Superfund program. (CFR Part 300) and is prepared by EPA to put into effect the response powers and responsibilities created by CERCLA and the authorities established by Section 311 of the Clean Water Act.

NCRIC: National Chemical Response and Information Center

NETC: National Emergency Training Center.

NFA: National Fire Academy. (A component of FEMA's National Emergency Training Center located in Emmetsburg, Maryland. It provides fire prevention and control training for the fire service and allied services. Courses on campus are offered in technical, management, and prevention subject areas. A growing off-campus course delivery system is operated in conjunction with State fire training programs).

NFPA: National Fire Protection Association.

NHMIE: National Hazardous Materials Information Exchange. This agency provides information on HAZMAT training courses, planning techniques, events and conferences. Call 1-800-752-6327.

NIMS: National Incident Management System, as outlined in HSPD 7. The system by which emergency incidents are managed per Presidential directive and Executive order by the Mayor

NIOSH: National Institute of Occupational Safety and Health.

NOAA: National Oceanic and Atmospheric Administration.

NRC: U.S Nuclear Regulatory Commission: National Response Center. (A communication center for activities related to response actions, is located at Coast Guard Headquarters in Washington, D.C. The NRC receives and relays notices of discharges or releases to the appropriate OSC, disseminates OSC and RRT reports to the NRT when appropriated, and provides facilities for the NRT to use in coordinating a national response action when required. The toll-free number (1-800-424-8802, or 1-202-426-2675 or 1-202-267-

NRT: National Response Team. (Consists of representatives of 4 Federal government agencies (000, DOI, DOT/RSPA, OOT/USCG, EPA, DOC, FEMA, 0 S, USDA, 001, HHS. DOL, NRC, and DOE) which make up the principle organization for implementing the National Oil and Hazardous Substance Pollution contingency Plan (NCP). When the NRT is not activated for a response action, it serves as a standing committee to develop and maintain preparedness, evaluate methods of responding: to discharges or releases, recommend needed changes in the response organization, and recommend revisions to the NCP. The NRT may consider and make recommendations to appropriate agencies on the training, equipping, production of response teams, and necessary research, development, demonstration, and evaluation to improve response capabilities).

NSF: ERT's. National Strike Force. (Made up of 3 strike teams; the USCG's counterpart to EPA

OHMT ADS: Oil and Hazardous Materials Technical Assistance Data system (a computerized database containing chemical, biological, and toxicological information about hazardous substances. OSC's use OHMT ADS to identify unknown chemicals and to learn how best to handle known chemicals).

OSC: On-Scene Coordinator. (The Federal official pre-designate by the EPA or USCG to coordinate and direct Federal responses and removals under the NCP: the DOD official designated to coordinate and direct the removal actions from releases of hazardous substances, pollutants, or contaminants from DOD vessels and facilities. When the NRC receives notification of a pollution incident, the NRC Duty Officer notifies the appropriate OSC, depending on the location of the incident. Based on this initial report and other information that can be obtained, the OSC makes a preliminary assessment of the need for a Federal response. If an on-scene response is required, the OSC will go to the scene and monitor the response of the responsible party. If the responsible party is unknown or not taking appropriate action, and the response is beyond the capability of State and local governments, the OSC may initiate Federal actions, using funding from the FWPCA Pollution Fund for oil discharges and the CERCLA Trust Fund (Superfund) for hazardous substance releases).

OSHA: Occupational Safety and Health Administration (DOL).

OXYGEN DEFICIENCY: The concentration of oxygen by volume below which air supplying respiratory protection must be provided. It exists in atmospheres where the percentage of oxygen by volume is less than 19.5 percent oxygen.

PERSON: Any individual, trust, firm, joint stock company, corporation, partnership, association, State, municipality, commission, political subdivision of a State, or interstate body. **PHYSICAL HAZARD:** A chemical for which there is scientifically valid evidence that is one of the following: Combustible liquid, compressed gas, explosive, flammable, organic peroxide, pyrophoric, unstable (reactive), or water reactive.

PLUME: A vapor cloud formation which has shape and buoyancy.

PSTN: Pesticide Safety Team Network. (Operated by the National Agricultural Chemicals Association to minimize environmental damage and injury arising from accidental pesticide spills or leaks. Area coordinators in 10 regions are available 24 hours a day to receive pesticide incident notification form CHEMTREC).

RPC: Regional Preparedness Coordinator (U.S. Coast Guard)

RCRA: Resource Conservation and Recovery Act 1976. (Established a framework for the proper management and disposal of all wastes. RCRA directed EPA to identify hazardous wastes, both generically and by listing specific wastes and industrial process waste streams. Generators and transporters are required to use good management practices and to track the movement of wastes with a manifest system from the time of generation to disposal. Owners and operators of treatment,

storage, and disposal facilities also must comply with standards, which are generally implemented through permits issued by EPA or authorize states).

REMEDIAL RESPONSE: This is long-term action that stops or substantially reduces a release or threatened release of hazardous substances that is serious, but does not produce an immediate threat to public health and/or the environment.

RQs: Reportable Qualities

RRT: Regional Response Team is composed of representatives of Federal agencies and a representative from each state in the Federal region. During a response a major hazardous materials incident involving transportation or a fixed facility the OSC may request that the RRT be convened to provide advice or recommendations in specific issues requiring resolution. Under the NRP, RRT's may be requested by the chairman when a hazardous materials discharge or release exceeds the response capability available to the OSC in the place where it occurs; crosses regional boundaries; or may pose a substantial threat to the public health, welfare, or environment, or to regionally significant amounts of property. Regional contingency plans specify detailed criteria for activation of RRT's. RRT's may review plans developed in compliance with Title III, if the Local Emergency Planning Committee.

RSPA: Research and Special Programs Administration (DOT)

SARA: The Superfund Amendments and Reauthorization Act of 1986. (PL 99-499) (Title III of SARA includes detailed provisions for community planning).

SCBA: Self-contained Breathing Apparatus

SERC: State Emergency Response Commission. (A commission appointed by the Governor or State under the SARA Title III provisions).

Sheltering in Place: Immediate protective action that calls for people to go indoors, close all doors and windows, turn off all sources outside air, listen to the radio or television for emergency information, and remain indoors until official notification that it is safe to go outdoors.

SIMULATION: A mock accident or release set up to test emergency Response methods or for use as a training tool.

SITE SAFETY AND HEALTH OFFICER: The individual located on a hazardous waste site who is responsible to the employer and has the authority and knowledge necessary to implement the site safety and health plan and verify compliance with applicable safety and health requirements.

SPCC: Spill Prevention Control and Countermeasures

STATE: Any state of the United States, the District of Columbia, including possessions or Territory which the United States has jurisdiction.

SUPERFUND: The trust fund established under CERCLA to provide money which the Federal On-scene Coordinator can use during cleanup of a hazardous waste site.

TIER I and TIER II INVENTORY FORMS: Forms which are utilized by chemical facilities to report information on the presence of chemicals falling under the Title III law to the State Emergency Response Commission, local planning committee, and Local fire department.

TITLE III: The Emergency Planning and Community Right-to-Know Act of 1986. (This act specifies requirements for organizing the planning procedures at the stated local levels for specified extremely hazardous substances; minimum plan content; requirements for fixed facility owners and operators to inform officials about extremely hazardous substances present at the facilities; and mechanisms for making information about extremely hazardous substances available to citizens).

TOXIC CHEMICAL RELEASE FORM: A form which is filed by certain chemical facilities under the provisions of Section 313.

TSD: treatment, storage, and disposal facilities.

USCG: United States Coast Guard Homeland Security

USDA: U.S. Department of Agriculture

USEPA: Same as EPA

USGS: U.S. Geological Survey

USNRC: U.S. Nuclear Regulatory Commission

OIL POLLUTION Act (OPA) of 1990

PROVIDENCE HARBOR OIL SPILL CO-OP

The Oil Pollution Act of 1990 includes national Planning and preparedness provisions for oil spills that are similar to SARA Title III provisions for extremely hazardous substances. Specifically, the OPA:

- * Establishes Area Committees under the direction of federal On-scene Coordinator (OSC) to develop contingency plans for specific areas at risk of damage from an oil spill. U.S. Coast Guard is responsible for those Committees in the coastal areas;

- * Requires Area Committees to work with state and local officials (e.g. SERC and LEPCs) to enhance state and local contingency planning and response;

- * Requires owners or operators of certain vessels and facilities to prepare response plans, coordinated and consistent with plans, for worst-case oil and hazardous substance discharges;
- * Requires consistency among facility/vessel plans, area contingency plans, and the National Contingency Plan;
- * Requires regular drills (exercises) to test these plans.

In response to the Oil Pollution Act of 1990, the Providence Harbor Oil Spill Co-op was formed by several area waterfront facilities. The Co-op commissioned Coastal Engineering and Research Co., Inc., of Duxbury, prepares the Providence Harbor Resource study and Emergency Preparedness Review.

The study utilizes charts, photographs, maps and a narrative to identify environmentally sensitive areas, and establish a plan that addresses boom deployment and recovery sites, boom storage locations, equipment and boom deployment strategies.

The Oil Spill Co-op now has boats and other related equipment for responding to oil spills in the Providence area. The specific areas of interest covered by this oil spill response plan are: the Providence River as far south as Gaspee Point and Bullocks Point, the Seekonk River, and the Pawtuxet River estuary regions.

Attachment 1

FACILITIES WITH EXTREMELY HAZARDOUS SUBSTANCES + NCES (EHS)

A & F Plating, 45 River Avenue
American Silicon Products, 15 Clarkson Street
Annbrust Corporation, 350 Kinsley Avenue
AT & T, I Green Street
Brown University, 139 Angell St
Colibri Corporation, 100 Niantic Avenue
Dancraft, Incorporated, 24 Baker Street
Darmet Corporation, 960 Broad Street
Eastern Wire Products, 498 Kingsley Avenue
Esposito Jewelry, Incorporated, 225 DuPont Drive
Excell Manufacturing Company" 70 Royal Little Drive
G & A Plating Company, Incorporated, 94 Silver Spring Street
General Plating, 475 Harris Ave.
Gold Crown Incorporated, 403 Charles Street
Herff Jones, Incorporated, 226 Public Street
Imperial Products Company, Incorporated, 25 Manton Avenue
International Etching, Incorporated, 7 Ninigret Avenue
International Insignia Corporation, 1280 Eddy Street
Interplex Metals, 45 Salem Street
Ira Greene Georgia Ave
Klitzner Industries Incorporated, 44 Warren Street
Little & Company, 908 Eddy Street
Mainelli Tool & Die, Incorporated, 30 Houghton Street
MCI Telecommunications, I Jackson Walkway
Microfin Corporation, 555 Valley Street
Monarch Metal Finishing, 189 Georgia Avenue
Narragansett Bay Commission, 2 Ernest Street
Narragansett Electric (Admiral), 9Admiral Street
Narragansett Electric/New England, 40 Point Street
National Plating, 946 Eddy Street
New England Telephone, 1096 Broad Street
Northeast Battery, 449 West Fountain Street
Northland Environmental, Incorporated, 275 Allens Avenue
R.E. Sturdy, 271 Plain Street
R.E. Sturdy, 928 Eddy Street
R.I.-Buckle Company, 192 Georgia Avenue
Roberts Chemical Company, I Virginia Avenue
Soluble Metals, 85 Ellenfield Street
Speidel Textron, 70 Ship Street
Spencer Plating, 77 Bucklin Street
T. Sardelli & Son, 195 Dupont Drive
Umicore Corporation, 50 Sims Avenue
Venda Ravioli 55 Royal Little Drive
Verizon Wireless, 234 Washington Street
Westwell Industries, 26 Plymouth Street

Attachment 2

SAMPLE RADIO ANNOUNCEMENTS

1. Shelter in Place.

"At (time) today, local authorities reported a chemical accident at (location). All persons in (names of areas) should remain inside their homes or some other closed building until you receive further instructions that say you can leave safely. If you are in this area, turn off heating and cooling systems and window or attic fans. Close all windows, doors, and vents and cover cracks with tape or wet rags. Keep your pets inside.

Again, please stay inside until the all clear is given. Do not use the telephone unless you have an emergency. Stay tuned to this station for further information".

2. All Clear.

The chemical emergency at (location) is over. Please open your windows and doors to ventilate the building and go outside.

3. Evacuate

At (time) today, local authorities announced a chemical emergency at (location) in Providence. All persons in (identify areas) should evacuate the area in an orderly manner. (Provide general evacuation routes).

School officials have made arrangements to evacuate students to a safe location. Parents should not drive to the school to pick up their children.

*If you are disabled, please call _____ for **transportation** assistance.*

Attachment 3

SITE PLANS

Site plans are maintained by the Providence Fire Department in the CAMEO program and in the Chief's Cars.

Attachment 4

NIMS ADOPTION



Mayor of Providence

David N. Cicilline

EXECUTIVE ORDER NUMBER 2005-03

March 10, 2005

**DESIGNATION OF THE NATIONAL INCIDENT
MANAGEMENT SYSTEM AS THE BASIS FOR ALL
INCIDENT MANAGEMENT IN THE CITY OF PROVIDENCE**

WHEREAS, the President in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, State, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, the collective input and guidance from all Federal, State, local, and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

WHEREAS, it is necessary and desirable that all Federal, State, local and tribal emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State, local, and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the City's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes; and

WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the City, including current emergency management training programs; and

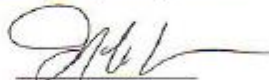
City of Providence, Rhode Island 02903
Phone (401) 421-7740 Fax (401) 274-8240

City of Providence Emergency Operations Plan

WHEREAS, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System.

NOW, THEREFORE, I, David N. Cicilline, by the authority vested in me as Mayor of the City of Providence, order the following, effective immediately:

1. The National Incident Management System (NIMS) is hereby established as the City standard for incident management.



David N. Cicilline
Mayor

Dated: 3/10/05

Attachment 5

PORT EVACUATION PLAN

The members of LEPC-2 Providence RI have developed an evacuation plan for the Port of Providence. The purpose of this plan is to safely evacuate the port in the event of a disaster, natural or man-made. It is the intention of this committee to address not only evacuation, but also shelter in place contingencies.

1. Evacuation Planning provides for the safe evacuation of employees, guests students and visitors, from the area in the event it becomes necessary due to man-made or natural disasters;
2. The Providence Fire Department shall be the organization that determines the necessity for the evacuation of the Port. But the US Coast Guard and the Providence Police Department may affect an evacuation under certain circumstances; Businesses will submit confidentially under which circumstances and evacuation may be made.
3. Any devices that are installed will be activated from the Providence Fire Department Fire Alarm Headquarters or from the Chief on the scene's car (telephone number 401-274-3344 or 401-274-3348);
4. Each member business shall produce an individual plan that includes:
 - a. Conditions when an evacuation would be necessary
 - b. Conditions and procedures for shelter in places
 - c. Procedures for assisting visitors to evacuate
 - d. Meeting locations
 - e. Accountability procedures for all occupants of the facility. This shall be reported to Providence Fire Alarm at 401-274-3344 or to Fire department members at the rally points
 - f. Methods and procedures for summoning help
 - g. Method for alerting others to danger
 - h. Shut down of critical processes
 - i. Provide assistance to handicapped people
 - j. Post instructions
5. Upon the determination that a problem exists that requires evacuation, the Incident Commander shall order the evacuation of the quadrants affected (Appendix A) via the pre-determined evacuation routes (Appendix B)
6. The Incident Commander shall use those communication devices available to cause the evacuation of the Port of Providence or to have people shelter in place or a combination of the two
7. Rhode Island Public Transit Authority (RIPTA) shall be alerted and provide ten (10) Buses for the removal of personnel from the Port. Busses will transport evacuees to Shelters established by PEMA and or to Rally points. The Phone for RIPTA is 784-9586.

The RIPTA buses will no longer be used to evacuate occupants but will be staged at Terminal Rd and Allens Ave, Ernest St and Allens Ave and Harborside Dr and Allens Ave to remove those evacuees who may become stuck in traffic at these choke points

People are to evacuate using their personal vehicles, keeping in mind that too many vehicles on the road will result in traffic jams at the choke points. Therefore it is recommended that multiple persons occupy each vehicle used for evacuation.

Notification

- 1) Upon determination that an evacuation of the port is necessary the Incident Commander shall notify Fire Alarm that the port is to be evacuated and give Fire alarm the particulars of the evacuation (i.e. Sectors A and B shelter in Place Sectors DEF evacuate to the North Rally point). Fire Alarm shall immediately notify the Cities of Cranston and East Providence of the event and make the Hazmat notifications
- 2) PEMA and RIEMA are both part of the Hazmat notifications
- 3) Three methods of public notification are available for notifying the businesses in the port
 - a) R-911 telephone
 - b) Sirens
 - c) Media
- 4) During business hours PEMA shall initiate the R-911 phone call and activate the sirens
- 5) During off hours or on weekends or for any other reason that PEMA may not be able to activate public notification the Dispatch office of the Providence Fire Department shall activate the R-911 call
- 6) The sirens shall be activated by the Deputy Assistant Chief of the Providence Fire Department using the portable apparatus carried in his car

Rally Points

The purpose of Rally points is to provide a location for businesses to regroup and account for all their employees and customers. A rally point would be used in the event a rapid evacuation is necessary and it is unsafe to conduct a roll call at the scene. Primary rally points are to be used in the event of a localized incident whose impact is limited to a relatively small area.

Secondary rally points are to be used in the event of a major incident that either impacts a large area or is particularly lethal. The incident commander shall designate which rally point to use. Each Stakeholder shall designate a rally point leader who shall report the results of his roll call to the Fire Dept. at 274-3344.

Primary

- 1) South Gas Station at Allens Ave and Harborside Dr.
- 2) West and North Public works Admin building at Allens Ave and Eddy St.

Secondary

- 1) West: Roger Williams Park Museum
- 2) North: Collier Park
- 3) South: Johnson and Wales Hospitality Dorm (Old Colonial Hilton)

Each Business will account for its members and report the results to the Rally point Leader. Who will in turn report to the incident commander through Providence Fire Dept. Fire Alarm (274-3344) the results (i.e.; All accounted for, Business X missing 2 employees, etc.)

An Alternative to this is to put a Fire Company at these locations and have each rally point leader report directly to the IC through the Fire Company.

APPENDIX A

Quadrant Designations

Quadrant Designations

Quadrant

Johnson & Wales University	A
NY Avenue South – Shipyard Street East	B
NY Avenue North – East of Allens Avenue / Terminal Road South	C
North of Terminal Road – East of Allens Avenue / All Motiva property	D
East of Allens Avenue – North of Motiva Property line to Collyer Park	E
East of Allens Avenue – North of Collyer Park to 195 Overpass	F

APPENDIX B

Evacuation Routes

- A. Johnson and Wales: Harborside Boulevard and Washington Avenue
- B. Univar: west on Harborside Boulevard, north on Fields Point
 - Terminal Road is gated; area to the south is gated as well
- C. West and south on Washington Avenue; south on Harborside and Terminal Road and Ernest Street
 - The gate at the J&W Rec Center parking lot to Washington Ave could be opened to provide emergency access from Shipyard Street
- D. South on Terminal Rd; west on Ernest; north on Allens Ave; west on Thurbers Ave
- E. North & South – Allens Ave; west – Public St and Oxford
- F. North & South Allen Street; west Public St and Point St

APPENDIX C

Shelter in Place Instructions

Close the business

If there are any customers, clients or visitors in the building, provide for their safety by asking to stay; not to leave. When authorities provide directions to

shelter-in-place, they want everyone to take those steps immediately. Do not drive or walk outdoors.

5. Unless there is an imminent threat, ask employees, customers, clients and visitors to call their emergency contact to let them know where they are and that they are safe.
6. Turn on call-forwarding or alternative telephone answering systems or services. If the business has voice mail or an automated attendant, change the recording to indicate that the business is closed, and that staff and visitors are remaining in the building until authorities advise it is safe to leave.
7. Quickly lock exterior doors and close windows, air vents and fireplace dampers. Have employees familiar with your building's mechanical systems turn off all fans, heating and air conditioning systems, and clothes dryers. Some systems automatically provide for exchange of inside air with outside air. These systems, in particular, need to be turned off, sealed or disabled.
8. If you are told there is danger of explosion, close the window shades, blinds or curtains.
9. Gather essential disaster supplies, such as non-perishable bottled water, battery-powered radios, first-aid supplies, flashlights, batteries, duct tape, plastic sheeting and plastic garbage bags.
10. Select interior room(s) above the ground floor, with the fewest windows or vents. The room(s) should have adequate space for everyone to be able to sit. Avoid overcrowding by selecting several rooms if necessary. Large storage closets, utility rooms, pantries, copy and conference rooms without exterior windows will work well. Avoid selecting a room with mechanical equipment like ventilation blowers or pipes, because this equipment may not be able to be sealed from the outdoors.
11. It is ideal to have a hard-wired telephone in the room(s) you select. Call emergency contacts and have the phone available if you need to report a life-threatening condition. Cellular telephone equipment may be overwhelmed or damaged during an emergency.
12. Take your emergency supplies and go into the room you have designated. Seal all windows doors, and vents with plastic sheeting and duct tape or anything else you have on hand.
13. Consider pre-cutting plastic sheeting (heavier than food wrap) to seal windows, doors and air vents. Each piece should be several inches larger than the space you want to cover so that it lies flat against the wall. Label each piece with the location of where it fits.

Write down the names of everyone in the room, and call your business' designated emergency contact to report who is in the room with you and their affiliation with your business (e.g. employee, visitor, client, customer).

City of Providence Emergency Operations Plan

Listed to the radio, watch television, or use the internet for further instructions until you are told all is safe or to evacuate. Local officials may call for evacuation in specific areas at greatest risk in your community.

Attachment 6

HAZARDOUS MATERIALS EMERGENCY REPORT

COMMANDO TRANSPORT

RHODE ISLAND EMERGENCY RESPONSE COMMISSION

JANUARY, 1988

DILLON

HAZARDOUS MATERIALS EMERGENCY REPORT

Time: _____ Date: _____

Caller's Name/Organization: _____

Call Back Number: _____

CHEMTREC: Called ☐ to be called by: Local ☐ State ☐ Not Needed ☐

PROBLEM: Type of Accident: _____

Time of Accident: _____

LOCATION: Town/City: _____

Highway/Road/Other: _____

Mile Marker/Other Locator: _____

DETAILS: Injuries/Fatalities/Observed Ill Effects: _____

Weather: _____ Populated/Open Area: _____

On-Scene Status: _____

PRODUCT(S) INVOLVED (Spell It Out): _____ Chemical Name(s): _____

Trade Name(s): _____

Characteristics of material (Vapor, Liquid, Solid - Other Observations): _____

Quantity: _____ Type of Container: _____

☐ Single Load ☐ Mixed Load

CARRIER/FACILITY: _____

Railroad Car No.: _____ Truck/Trailer No.: _____

Origin/Shipper: _____

Destination/Consignee: _____

Bill-Lading/Waybill No.: _____

ASSISTANCE: What are you Requesting? _____

ANNEX C

SEVERE WEATHER

**City of Providence
EMERGENCY OPERATIONS PLAN
February 2015**

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ANNEX C SEVERE WEATHER

1.0 PURPOSE

The purpose of this attachment is to develop a consequence management plan for preparing, responding to, and recovering from the effects of a severe weather/natural hazard event striking the City of Providence or the nearby region. The plan, in conjunction with other related emergency plans and procedures, serves as a guide for city officials to ensure effective severe weather/natural hazard preparedness, response, and recovery.

2.0 SPECIFIC HAZARD AND ASSESSMENT OF RISK

2.1 SPECIFIC HAZARDS

Severe weather/Natural hazards as defined for this annex includes Nor'easters, Winter Storms, Ice Storms, Severe Thunderstorms, Tornados, Hurricanes and Earthquakes.

2.2 NATURE OF THE HAZARDS

2.2.1 Nor'easters

Nor'easters are cyclonic storms which form along the North American coast during the fall and winter seasons.

The primary hazard agents associated with a Nor'easter are the high sustained winds, heavy rain and snow, coastal flooding and shoreline erosion from storm surge and high waves.

The City of Providence considers the overall risk of experiencing the direct effects of a Nor'easter as **MODERATE** risk.

The following facilities, services and infrastructures in Providence are particularly susceptible to the effects of winter storms:

- Public utility lines
- Low lying and municipal and critical infrastructures susceptible to flooding

2.2.2 Winter Storms

Winter storms can range from moderate snow over a few hours to blizzards that can last for days. Often during a winter storm, precipitation type may vary and change several times.

Winter storms are generally characterized by low temperatures, heavy and or blowing snow, sleet or ice, severely reduced visibilities, or a combination of any of these. Winter storms can cause transportation difficulties by making roads and highways impassable. Other hazards include loss of electric power and communications from downed utility lines and structure collapse due to the weight of accumulating snow.

2.2.3 Ice Storms

While not as prevalent as winter storms involving snowfall or a mix of precipitation types, ice storms can create a hazardous event. As with snow events, ice storms can affect large geographic areas or single communities.

Ice storms can completely immobilize large areas and cause transportation difficulties by making roads and highways impassable and extremely dangerous. Other hazards include loss of communications and electric power from downed utility lines and destructive tree collapse (and subsequent property damage) due to the weight of accumulating ice.

The City of Providence considers the overall risk of experiencing the direct effects of an ice storm as **MODERATE** risk.

The following facilities, services and infrastructures in Providence, the following are particularly susceptible to the effects of ice storms:

- Public utility lines

2.2.4 Severe Thunderstorms

Severe thunderstorms may occur singularly, in clusters or in lines related to frontal boundaries.

Hazard agents associated with severe thunderstorms are heavy rains which may lead to flash flooding and down bursts or straight line winds that may exceed one hundred miles per hour, causing property damage similar to a tornado. In addition, lightning is always a major risk during a severe thunderstorm. Lightning can cause power and communications outages and ignite fires in structures or woodland areas. Hail produced by many strong thunderstorms can cause property damage.

Generally, a severe thunderstorm occurs when atmospheric conditions allow for wind gusts ≥ 58 mph AND/OR hail $> 3/4$ " in diameter.

The City of Providence considers the overall risk of experiencing the direct effects of a severe thunderstorm as **MODERATE** risk.

The following facilities, services and infrastructures in Providence are particularly susceptible to the effects of severe thunderstorms:

- Roger Williams Park Zoo and other outdoor facilities utilized by the public.
- Public utility lines
- City communications and computer equipment susceptible to power interruption.

2.2.5 Tornadoes

Tornadoes are produced from severe thunderstorms and are one of nature's most destructive storms. Fortunately, Rhode Island ranks very low for the frequency of tornadoes.

The primary hazard agent associated with a tornado is severe winds with incredible destructive power effecting property, structures and critical infrastructure. The worst of the damage is usually oriented on a path associated with areas where the tornado "touches down". Since tornadoes are associated with severe thunderstorms, the hazard elements discussed above will also add to the potential destruction and disruption of services.

TABLE 1: OPERATIONAL ENHANCED FUJITA SCALE

EF Number	3-Second Gust (mph)
0	65-85
1	86-110
2	111-135
3	136-165
4	166-200
5	Over 200

The City of Providence considers the overall risk of experiencing the direct effects of a tornado as **LOW** risk.

2.2.6 Earthquakes

An earthquake is the result from the sudden release of stored energy in the Earth's crust that creates seismic waves. A powerful earthquake could subject Providence to multiple emergency situations requiring activation of the Emergency Operations Plan and its supporting annexes, appendices and attachments.

While there has been shocks felt in the State of Rhode Island as recent as 2003 the City of Providence views the risk seismic activity as **LOW** risk.

2.2.7 Hurricanes

The primary hazard agents associated with a hurricane are the high sustained winds, flooding from storm surge or heavy rains and shoreline erosion. There are also a variety of secondary hazards which depend on the strength of the hurricane. See Table 2 for a description of the five hurricane categories:

TABLE 2: SAFFIR-SIMPSON SCALE

Hurricane Category	Ctrl. Pressure (in)	Wind Speed (mph)	Storm Surge (ft)	Damage
1	> 28.9	74-95	4-5	Minimal
2	28.5 – 28.9	96-110	6-8	Moderate
3	27.9 – 28.5	111-130	9-12	Extensive
4	27.2 – 27.9	131-155	13-18	Extreme
5	< 27.2	156+	18+	Catastrophic

The high winds impose significant loads on structures and cause loose object to be propelled at high velocity. In addition, falling trees and limbs can take lives, cause property damage, and knock out power and communication lines.

Flooding during a hurricane can come from a variety of sources. Communities along an exposed coast may experience storm surge, above and beyond high tide. The excessive rainfall associated with hurricanes, in some cases 6 to 12 inches, may cause flash flooding and flooding of rivers, streams and drainage systems.

Loss of electric power is almost a certainty and since utility poles carry electricity, telephone and cable television wires, the loss of a single pole can cause widespread issues. Also common during and following hurricanes is contamination of water supplies, flooding of sewage treatment facilities and widespread loss of infrastructure (roads, bridges, including public and private property).

The City of Providence considers the overall risk of experiencing the direct effects of a hurricane as **MAJOR** risk.

Within the City of Providence, the following areas are most likely to be affected by storm surge and wave action:

- All low lying areas within the flood zone
- Potentially the downtown business district, should the hurricane barrier fail or become over-run.

The following areas in Providence are particularly susceptible to high winds:

- All buildings above 7 stories, both residential and commercial.

2.2.8 Flooding

Flooding occurs in Providence when saturated land is inundated with water (or flowing mud). Flooding may result from:

- Bodies of water overflowing their banks, including dams, etc.
- Structural failure of dams
- Rapid accumulation of runoff or surface water
- Hurricane-caused storm surges
- Coastal flooding and erosion
- Prolonged rain and/or severe storms

Typically, the 2 parameters of most concern for flood planning are:

- Suddenness of onset
 - Flash floods
 - Dam failures
- Flood elevation in relation to
 - Topography
 - Structures

Other factors contributing to damage are:

- Velocity or “energy” of moving water
- Debris carried by the water
- Extended duration of flood conditions

Flooding can be caused by various factors. The following list identifies the level of risk Providence considers for the indicated flooding hazard:

- Flooding of rivers, streams, and drainage systems – **MAJOR** risk
- Flooding due to the failure of dams located in and near the <City/Town>- **MODERATE** risk.
- Flooding caused by steep topography - **LOW** risk
- Coastal flooding – **MAJOR** risk

3.0 SITUATIONS AND ASSUMPTIONS

3.1 SITUATIONS

Modern technology used in the forecasting and tracking of weather systems generally provides several days warning prior to a major event. In addition, mass media tend to provide timely updates regarding the strength and location of major storms.

For smaller or regional weather events, the local NWS office in Taunton, Massachusetts provides regional weather forecasts and issue watches or warnings if conditions warrant. The NWS warnings for the event listed in this attachment are:

- Winter Weather Advisory – a wintry mix of rain, sleet, ice or snow is possible in the area
- Winter Storm Watch – winter storm conditions possible in the area
- Winter Storm Warning - winter storm conditions are expected
- Blizzard Warning – strong winds, heavy wind-driven snow and dangerous wind chill is expected
- Severe Thunderstorm Watch – weather conditions are such that a severe thunderstorm is likely to develop
- Severe Thunderstorm Warning – a severe thunderstorm has been sighted or indicated by weather radar
- Tornado Watch - weather conditions are such that a tornado is likely to develop
- Tornado Warning - a tornado has been sighted or indicated by weather radar
- Tropical Storm Watch – An announcement for specific coastal areas that tropical storm conditions are possible within 36 hours
- Tropical Storm Warning - A warning that sustained winds within the range of 34 to 63 knots (39 to 73 mph) associated with a tropical storm are expected in a specified coastal area within 24 hours or less
- Hurricane Watch – an announcement for specific coastal areas that hurricane conditions are possible within 36 hours

- Hurricane Warning – A warning that sustained winds 64 knots (74 mph) or higher associated with a hurricane are expected in a specified coastal area in 24 hours or less

Unlike some weather events, there are no current warning mechanisms for Earthquakes. The situation is as follows:

- NOAA reports the existence of a serious fault down the middle of Narragansett Bay
- The fault under Narragansett Bay has not been active in recent times
- Depending upon the magnitude and location of an epicenter, damage to Providence could be significant

Furthermore, other than the areas identified, in Section 2.2.8-Flooding as prone to flooding, Providence could be affected by the failure of the following dams:

- Canada Upper Pond Dam
- Cunliff Pond Dam
- Geneva Pond Dam

The City of Providence participates in the National Flood Plain Insurance program.

3.2 ASSUMPTIONS

Even with modern weather forecasting and tracking technologies, weather systems can be unpredictable and conditions can vary widely.

For major winter events, Nor'easters and hurricanes, some preparatory actions can be taken well in advance of an approaching system. For other weather systems, severe thunderstorms or tornadoes, conditions can deteriorate rapidly and little advance notice will be available. Earthquakes can occur without any warning.

Even though the media can play a large role in publicizing the approaching storm, there will be segments of the local population that will be unaware that the area is threatened by the forecast event.

As a winter storm approaches, preparedness guidelines are generally publicized through the media, however individual actions will vary widely.

Winter storm or severe thunderstorms can cause conditions that may strand motorists on roadways and highways.

There will be some percentage of the local population that will put their lives at risk because of the following:

- No experience with the destructive power of severe weather
- Ignorance to the dangers of lightning strikes
- Thrill seeking

Damage to property and critical infrastructure will vary widely depending on the size, intensity and track of the event. Given the potential nature of some severe

weather/natural hazard events to be overwhelming in size and destructive capability, local responders may be quickly overwhelmed and require outside assistance.

For a large snow and ice event or earthquake, response activities may continue for several days. Early responders may require relief provided by state and Federal resources. There is a potential for extensive media coverage, prompting many volunteers and donations that will require management.

Hurricanes tend to accelerate quickly as they approach the New England Coast. Preparatory actions should be taken well in advance of an approaching storm. The following time phases associated with an approaching storm should be considered:

- **Awareness** - 72-48 hours before the arrival of tropical storm force (39-73 mph) winds
- **Readiness** – 48-24 hours before the arrival of tropical storm force winds. Tropical Storm Watch/ Warning or Hurricane Watch may be issued during this period
- **Response** – 24 hours before the arrival of tropical storm force winds through the termination of the tropical force winds. Hurricane watches and warnings are usually issued by the National Weather Service (NWS) during this period
- **Recovery** – From the termination of tropical force winds to the time long-term recovery actions begin. This period may last days, weeks or months

4.0 CONCEPT OF OPERATIONS (UNIQUE PLANNING CONSIDERATIONS)

This section includes modifications to the City of Providence's emergency operations procedures as identified in the Basic Plan and ESF Appendices. These modifiers provide unique concepts for responding to a severe weather event. These actions may be supplemented by specific Standing Orders, SOPs and Checklists developed by Providence's Emergency Response Team (ERT).

The City of Providence Emergency Operations Center shall be stood-up to a Level II Watch Status (Communications Control Center staffed and EOC Director established to monitor storm progress and news reports for accuracy) during the following situations:

- Hurricane or tropical storm watch
- High wind warning (not related to a tropical)

The City of Providence Emergency Operations Center shall be stood up to a Level III Alert Status (all functions of Level II plus a decision making representative of the Emergency Management Agency, Fire Department, Police Department and the Department of Public Works) during the following situations:

- Hurricane or Tropical Storm Warning
- Flood or Flash Flood warning
- Tornado warning and all other weather events or conditions determined by the Director of Emergency Management when it is anticipated that a continuing threat exists to the public safety or infrastructure of the City.

With the event approaching, the ERT considers when (or if) the following actions must take place:

- Activation of the Reverse 911 telephone system to affect notifications
- Closing of schools and city buildings
- Restricting access to identified risk areas (roadways, highways, and evacuation zones)
- Opening of mass care facilities
- Timing and ordering evacuations
- Communicating and coordinating with other jurisdictions
- Suspending normal local government operations (i.e. closing City Hall, etc.)
- Early release for non-essential workers (may be recalled for emergency duty)
- Receiving preparation and staffing status from local emergency response organizations
- Reporting to the State about local EOC readiness, commencement of Situation Reports

During and after the event, local incident command (IC) for the response effort will be coordinated by the ERT as identified in the Basic Plan and the ESF Appendices.

4.2 COMMUNICATIONS

The communications functions identified in ESF 2 may be activated before, during or after a severe weather/natural hazards event. When NWS watches and warnings are available, there is time to prepare for increased emergency communications. Consideration will be given to the following:

- Testing emergency communications and back-ups
- Distributing hand-held radios to key personnel who normal rely on cell phones or wire line phone communications
- Placing amateur radio operators on stand-by

Notifications to the National Weather Service

It shall be the responsibility of the Emergency Management Agency (or designee) to contact the National Weather Service Office in Taunton (508-823-2228) to report the following weather occurrences:

- Tornadoes or funnel cloud activity
- Wall clouds, especially if they are rotating
- Any hail and accurately describe the size
- Winds of 40 miles per hour or greater
- Damaging winds which down trees or utility lines and cause building damage
- Rainfall which totals 2 or more inches per storm or falls at a rate of 1 or more inches per hours
- Any and all flooding
- First two inches of snow per storm and every additional 2 inches or when snow falls at a rate of 1 or more inches per hour. Also, report all snowfall totals*
- 1/3 or more inches of radial ice accretion

- Any and all precipitation changes (rain to ice to snow, etc.)*
- Any and all thunder or lightning during a snow storm
- Any and all snow squalls*

- May be reported on-line by visiting:
- <http://www.erh.noaa.gov/box/spotterreportform.html>

The 508-823-2228 number will also be utilized by Providence EMA when reporting weather occurrences of the type described above. In the event that the Director of Providence EMA is unavailable to report to NWS any available staff will fulfill this reporting role.

4.3 WARNING

Any of the warning functions identified in ESF 15 may be activated during a severe weather/natural hazard event. The following additional considerations are identified below:

Severe Thunderstorm Watch

- Notify crews on duty by radio with watch times. Make brief summary on EMA radio

Tornado Watch

- Notify crews on duty by Radio with watch times. Make brief summary on EMA radio.

Flood Warning or Flash Flood Warning

- Notify crews on duty and EMA by radio with specific details about the warning. Have police patrols check parks, recreation areas, low lying areas, and other points of outdoor gathering.

Severe Thunderstorm Warning

- Notify crews on duty and EMA by radio with specific details about the warning. Have police patrols parks, recreation areas, and other points of outdoor gathering.

Tornado Warning

- Notify crews on duty and EMA by radio with specific details about the warning. Have police patrols check parks, recreation areas, and other points of outdoor gathering.
-

4.4 EMERGENCY PUBLIC INFORMATION

Any of the Emergency Public Information capabilities identified in ESF 15 may be utilized during a severe weather/natural hazard event. Additional considerations outlined below should be phased with event timing:

- Preparing press releases that clearly instruct residents and business about event timing, what to do, where to go
- Identifying which mass care location(s) have opened
- Remind evacuees to bring any necessary medicine & other special items to mass care locations
- Issue notices when mass care facilities are at capacity to prevent unnecessary loading issues
- Advising media of any press conferences
- Preparation of fact sheets for the Mayor of Providence
- Identify contact line or other communication option for persons that require Accessibility or Functional Needs Support Services to contact PEMA or first responders for support.

4.5 EVACUATION

Given limited warning time, the short term nature, and the limited “strike point” of most severe weather/natural hazard events, it is unlikely that the evacuation considerations will be activated. However, for Nor’easters and large winter storms:

- Special considerations should be given for river banks and secluded areas
- Widespread power outages following these events may create evacuation issues
- Conditions on roads and highways may make evacuation difficult or impractical

4.6 MASS CARE

Mass care options identified in ESF 6 may be activated before, during or in many cases after a severe weather/natural hazards event. The following mass care facilities criteria should be considered:

- Accessibility and safe location(s) of mass care facilities
- Structural safety (ensure that facilities selected for mass care have not been damaged by the event)
- Provisions for back-up power and communications
- Provisions for food and water and medical supplies
- Policy and procedures for animal and service animal care in shelters

4.7 HEALTH AND MEDICAL

Health and Medical considerations identified in ESF 8 may be activated before, during or after a severe weather/natural hazard event. The following items require special consideration:

- Transport of patients to a medical facility during the height of the event may be impractical and extremely dangerous

- Loss of power over an extended period of time will lead to spoiled food supplies
- Extensive flooding and infrastructure damage can lead to sewage run-off and sanitation issues

4.8 RESOURCE MANAGEMENT

Any of the Resources Management considerations identified in ESF 7 should be considered before, during and after a severe weather/natural hazard event. Additional considerations are identified below:

- Fueling and testing emergency generators that power communications equipment
- After a destructive event, be alert to the ever-present potential for an influx of donations and the need to manage volunteers and goods that arrive unsolicited

4.9 RESPONDER ROLES AND RESPONSIBILITIES

Specific Responder Roles and Responsibilities should be identified in both the functional appendices as well as departmental SOPs. Additional considerations for all functions and departments for a severe weather/natural hazard event are identified below:

- Review reimbursement and overtime policies and distribute proper forms for recording time
- Verify necessary food and supplies are on hand
- Review department equipment to ensure its functionality for the storm event
- Verify fueling arrangements for all vehicles
- Test all emergency equipment and verify communications to/from EOC
- Review and verify the locations of staging areas for materials and equipment
- Confirm status of mutual aid agreements and contracts with private firms regarding emergency services
- Verify with electric utilities that key facilities are part of the priority restoration list
- Prepare and inspect all facilities for storm preparedness
- Monitor weather reports

4.10 INTER-JURISDICTIONAL RELATIONSHIPS

Specific Mutual Aid Agreements and/or Memorandums of Understanding developed between response organizations in the City of Providence and other municipalities or state agencies may be included in Attachment 4.

5.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

An effective response to a severe weather/natural hazards event will capitalize on many of the assignments and responsibilities identified in this EOP as well as

departmental SOPs. Additional roles of local, state or federal organizations are outlined below:

- If requested by local officials, the State Emergency Management Agency (RIEMA) has the capabilities to support local emergency management authorities including the Incident Commander. These include acting as a conduit for various State and Federal resources and equipment. Several other State agencies including State Police, State Fire Marshal, State Environmental Management, and the State Health Department may also be requested to support emergency operations
- RIEMA has a Statewide Urban Search and Rescue (USAR) team trained to the current standards employed by FEMA for the national (USAR) teams. This team is headquartered in Scituate and available through RIEMA

6.0 ADMINISTRATION AND LOGISTICS

Support efforts required as part of responding to a severe weather/natural hazards event in the City of Providence are covered by administration and logistics functions listed in the Basic Plan and the ESF Appendices.

7.0 PLAN DEVELOPMENT AND MAINTENANCE

The primary responsibility for coordinating any revision of this Annex belongs to the Emergency Management Director, who is charged with maintaining all SOPs and other reference documents.

The plan shall be reviewed annually on July 1, or following any exercise or activation of the plan that identifies where potential improvements can be made.

8.0 AUTHORITY AND REFERENCES

8.1 AUTHORITY

8.1.1 Federal

- Homeland Security Act of 2002
- The Robert T. Stafford Disaster Relief Act, Public Law 93-288, as amended

8.1.2 State

- General Laws of Rhode Island, Title 30, Chapter 30-15, as amended

8.1.2 Local

- This Severe Weather Attachment is authorized under the auspices of the City of Providence's Basic Emergency Operations Plan
- Departmental SOPs

8.2 REFERENCES

- Emergency Operations Plan, State of Rhode Island, Rhode Island Emergency Management Agency (RIEMA)
- [http:// www.noaa.gov](http://www.noaa.gov)

ANNEX D

WIDESPREAD POWER OUTAGE

City of Providence
EMERGENCY OPERATIONS PLAN
February 2015

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ANNEX D

WIDESPREAD POWER OUTAGE

1.0 PURPOSE

The purpose of this Attachment is to develop a consequence management plan for preparing, responding to and recovering from the effects of a widespread power outage affecting the City of Providence and/or the nearby region.

2.0 SPECIFIC HAZARDS

Loss of electric power can result in serious consequences for the City of Providence. The city has taken steps to assure the Emergency Operations Center (EOC) and other critical facilities will continue to receive power during outages.

Downed power lines are a secondary issue. All first responders and citizens must assume that any downed wire is electrified.

The City of Providence considers the overall risk of experiencing the direct effects of a widespread power outage as High.

The following areas and facilities in Providence are particularly susceptible to the effects of power failure.

- Public Safety Building
- City Hall
- Providence Emergency Management, 591 Charles Street

2.1 SEVERE WEATHER FAILURES

The most common cause of widespread power loss in the City of Providence is Severe Weather. Ice Storms leave a heavy coating of ice on wires and tree limbs. This can cause wires to stretch and break, supporting hardware to fail, and tree limbs to fall on wires. Even phone poles can snap. Local power lines and high voltage feeder lines can be taken out of service for extended periods of time depending upon how widespread the storm's damage is. In some cases, power crews are called in from out of state.

Severe snow storms, particularly those with wet snow, and hurricanes can cause power line damage similar to ice storms. Tree limbs fall on and snap power lines below them.

2.2 POWER GRID SHUTDOWN

The potential of widespread power loss is increasing as greater loads are placed on the Northeast Power Grid. This was evident August 14, 2003, when one third of the country was plunged into darkness for an extended period of time. It was the result of an overloaded power grid and a cascading effect that began with a local failure in Ohio. No natural disasters or terrorist acts were involved. Once the grid automatically shuts down, power generating stations face lengthy restarting procedures.

2.3 ACTS OF TERRORISM

Acts of terrorism against the power grid must be considered. Striking a generating facility even as far away as Canada, could cause the Power Grid to shut down for an extended period of time.

3.0 SITUATION AND ASSUMPTIONS

Responsibility for responding to a widespread loss of electric power lies with the City of Providence. Direction and Control for such operations will take place from the city Emergency Operations Center (EOC).

3.1 SITUATION

The City of Providence has experience with power outages and its EOC is equipped with an emergency power plant.

- Loss of electrical power can range from a local inconvenience or a neighborhood outage, to a widespread emergency. It could involve areas as small as a neighborhood all the way up to large regions of the country.
- First responders have safety procedures and the experience needed to deal with downed power lines. They have established notification procedures to request Power Company assistance at the scene.
- City of Providence officials have decided that planning and preparing for extended operations without electrical power is imperative.
- During widespread electrical power outages, direction and control operations will take place from the Emergency Operations Center (EOC). Its emergency power generator is tested and maintained on a regular basis.

3.2 ASSUMPTIONS

Without power from the electrical grid, the following problems begin to occur and might require consequence management at the EOC.

- Traffic signals do not function and may result in a rash of accidents
- Foodstuffs under refrigeration can quickly spoil.
- Many restaurants and stores may curtail operations
- Gasoline pumps do not work without electric power. Stations with emergency power should be identified for use by emergency vehicles.
- Populations with Accessibility and Functional Needs considerations (hospitals, nursing homes, senior centers, shelters, private residences) may require emergency power to maintain necessary transport (including elevators), medical, refrigeration, communication, and support equipment.

Many telephone systems fail without the benefit of power from the grid. This is usually not the case with common telephone lines from the local telephone company. These lines are powered by batteries. Digital phone service provided by CATV companies may involve telephone pole mounted equipment dependent upon the power grid. These services probably will not function during power outages.

Lessons learned from previous power outages are useful in predicting what kind of emergency services will be required. Some typical problems are:

- Downed power lines
- Increased number of traffic accidents due to inoperative traffic signals

- People trapped in elevators
- Lack of street lighting causing security issues
- Residents requiring electricity for life support medical equipment
- Certain medicines and blood supplies require refrigeration
- Lack of heat or air conditioning in homes
- Lack of heat, air conditioning, or ventilation in larger buildings
- A need for mass care facilities with emergency power generators
- Hundreds of burglar alarms sounding until their batteries expire causing security issues

Only radio and TV stations with their own emergency power generators will be on the air. Most residents will have to rely on battery operated portable and car radios. A majority of residents now rely on CATV for TV reception. Emergency planners must assume CATV systems will fail during power outages. Only a small minority has their own antennas, and battery operated TVs (or power generators). Many residents may find themselves without any convenient means of receiving emergency public information.

4.0 CONCEPT OF OPERATIONS (UNIQUE PLANNING CONSIDERATIONS)

This section includes modifications to the City of Providence's emergency operations procedures as identified in the Basic Plan and Annexes A – I. These modifiers provide unique concepts for responding to a widespread power outage. These actions may be supplemented by specific Standing Orders, SOPs and Checklists developed by Providence's Emergency Response Team (ERT). Appendix 3 contains (or references) these documents.

4.1 DIRECTION AND CONTROL

For the City of Providence to manage a Widespread Power Outage, its critical facilities must be provided with adequate and reliable emergency back-up power:

- Without power, primary lighting systems may not be functioning. Battery operated emergency lights are designed only to provide enough light for safe exit. They do not provide sufficient light for working conditions
- At a minimum, a monthly power plant load test should be conducted and logged. This is the only dependable way to assure operability of the system when needed. Load tests are useful to determine what can and cannot be used during emergency power operations: lighting, ventilation, telephone, radio and computer systems are essential
- Uninterruptible Power Supplies (UPS) provide electrical power from internal batteries. They can power computers, phone systems, and radio base stations so service and data are not lost during relatively short power failures. They are particularly useful when switching from commercial power to emergency generators. They also provide added protection from power surges and over-voltage conditions which may occur when using or switching to and from generators.
- In addition to routine tests, it is advisable to conduct an annual full scale disaster exercise using backup power systems. This is the best way to determine if any incorrect assumptions about operability and loading have been made. Overall performance should be evaluated.

- Emergency power plants are noisy, give off dangerous fumes and require refueling. It is advisable to have someone familiar with the equipment monitor:
 - Fuel and oil consumption
 - Coolant level
 - Ventilation
 - Operating temperature
 - Exhaust fumes
 - Output voltage - Excessive voltage will damage connected equipment
 - Loading (amperage) - Overloading a generator's capacity leads to its failure

4.2 COMMUNICATIONS

- Narragansett Electric Company, the Pascoag Fire District, and the Block Island Power Company distribute power in Rhode Island. Providence is served by the Narragansett Electric Company. See Appendix 2 for the 24/7 telephone number used for all power related emergencies. Fire departments have an unlisted power company number to request power disconnection at fire emergencies.
- In-house telephone switches, switchboards and other equipment may not work without electrical power. Common home phone sets usually work during power outages.
- Public Safety Radio base stations and repeaters are sometimes remotely located and may not be operational. Therefore, EOC backup base stations may need to be pressed into service.
- Mobile and portable radios will have greater significance if base stations fail.
- Portable radio battery charging systems may require connection to emergency power.
- Radio base stations may have to be operated at reduced power to prevent generator overloading.
- Radio base stations may be damaged by power surges.
- Cellular telephone facilities may be overloaded or inoperable.
- Outdoor rooftop antennas may have to be utilized for TV reception in place of CATV systems.
- Without heat, air conditioning or ventilation, operator and equipment problems may be encountered.

4.3 WARNING

The lack of electric power offers unique warning problems.

- Mobile warning with vehicle PA systems relies upon the availability of operators.
- Radio and TV audiences will be greatly diminished.
- Internet and wireless services may be unavailable.
- Some TV and radio stations may be off the air.

4.4 EMERGENCY PUBLIC INFORMATION

- It will be difficult to alert the media about news conferences.

- The broadcast audience will be limited.
- Newspaper publishing and delivery may be affected.
- Businesses and public buildings used to distribute publications may be closed.
- Develop media kits regarding:
 - Downed power lines are dangerous
 - Mass care announcements for extended power outages
 - Shutting off large electrical loads before power is restored

4.5 EVACUATION

It is unlikely that an evacuation would take place due solely to a widespread power outage. One could take place when an outage is combined with other hazards such as hurricanes, tornadoes and flooding.

- Traffic problems would be exacerbated without traffic signals and street lighting.
- Communicating evacuation information and routes will be difficult.

4.6 MASS CARE

Mass care facilities must function without the benefit of commercial power.

- Heating and cooking with gas increases the viability of shelters, though heating systems require some electricity for fans, pumps and control circuits.
- Carbon monoxide levels must be carefully monitored to detect generator exhaust fumes entering mass care facilities.
- Fuel deliveries should be ordered as soon as emergency operations begin to ensure generators do not run out.
- Generator tests should be conducted regularly. Petroleum fuels need to be rotated.
- Monitor demand for mass care based upon weather conditions and the projected power outage duration.
- Generators should be connected to shelter elevators, selected refrigerators, and electrical sockets to provide Functional Need Support Services.

4.7 HEALTH AND MEDICAL SERVICES

Recent events in RI have uncovered serious flaws in medical facility emergency power systems.

- EMTs must be aware of power problems at area hospitals.
- Provide safety precaution information to EPI Officer regarding home use of emergency generators, kerosene lamps, and portable heaters.
- Prepare for food spoilage and disposal issues.

4.8 RESOURCE MANAGEMENT

The City of Providence may have emergency generators that can be loaned where and when absolutely necessary.

- Requests for generators must be prioritized.
- Required information before dispatching generators includes:
 - Location
 - Technical requirements (110, 220, 440 volts, loading in amperes, single or three phase power) NOTE: An electrical panel with a 100

AMP main breaker usually requires considerably less; best determined by actual measurement.

- Who will install the generator (hook it up to the building's wiring)
- Who will refuel it?
- Since larger generators are very heavy, often delivery can only be made to places with a "pay-loader" to off-load the generator.
- Identify what equipment must function during a power outage to determine the current requirements. Smaller, easier to transport generators may be sufficient.
- Detailed requests for generators, (with voltage, amperage and phase requirements) can be relayed to RIEMA to access state resources.
- In extreme cases, FEMA may become involved providing federal assets. Requests are made through RIEMA.

A two-week, on-site fuel supply should be maintained. Fuel consumption must be tracked to determine refueling needs. During widespread power outages, getting fuel tanks filled may require EOC involvement, including sending an official pass to the delivery vehicle driver for traffic "control points".

4.9 RESPONDER ROLES AND RESPONSIBILITIES

Any specific Responder Roles and Responsibilities identified in Annex H and in departmental SOPs should be considered during a widespread power outage. All functions and departments may take on additional considerations during a widespread power outage.

4.10 INTER-JURISDICTIONAL RELATIONSHIPS

Specific Mutual Aid Agreements and/or Memorandums of Understanding developed between response organizations in the City of Providence and other municipalities or state agencies may be included in Appendix 4.

5.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

An effective response to a widespread power outage will capitalize on many of the assignments and responsibilities identified in this EOP. Additional roles and responsibilities of local, state and/or federal authorities are outlined below.

- The Providence Public Property Division is responsible for operation of the emergency power system at the City of Providence EOC.
- Assessments of emergency power generator loads may sometimes require outside engineering consultants.
- Requests for generators and technical support should be made to RIEMA.

6.0 ADMINISTRATION AND LOGISTICS

Most support efforts required as part of responding to a widespread power outage in the City of Providence are covered by administration and logistics functions listed in the Basic Plan and Annexes A-I. Additional support efforts are outlined below.

6.1 ADMINISTRATION

Accurate records of problems that developed during an emergency can be used to revise plans. Critiques at the conclusion of exercises also foster better plans. Expenses involved in the production of electric power (emergency installation, operation, fuel, etc.) during an emergency shall be recorded for possible reimbursement.

6.2 LOGISTICS

Exercises help those involved in emergency operations by testing skills and equipment. Such exercises should be conducted with commercial power disconnected, using emergency power generators. Storage locations of back-up generators should be recorded and maintained. Predetermine the logistics required to move and connect generators, supply fuel and ensure exhaust fumes do not cause carbon monoxide poisoning.

7.0 PLAN DEVELOPMENT AND MAINTENANCE

The primary responsibility for coordinating any revision of this Attachment belongs to the Emergency Management Director who is charged with keeping the Appendices current and ensuring that SOPs and other necessary documents are maintained. This plan shall be reviewed annually, or following any exercise or activation of the plan that identifies where potential improvements can be made.

8.0 AUTHORITY & REFERENCES

8.1 AUTHORITY

8.1.1 Federal

- *Homeland Security Act of 2002*, Establishes Department of Homeland Security (DHS)
- *Robert T. Stafford Disaster Relief Act*, Public Law 93-288, as amended

8.1.2 State

- General Laws, State of Rhode Island, Title 30, Chapter 30-15, as amended

8.1.3 Local

- This Widespread Power Outage Attachment is authorized under the auspices of the City of Providence's Basic Emergency Operations Plan

8.2 REFERENCES

- *Emergency Operations Plan, State of Rhode Island*, Rhode Island Emergency Management Agency (RIEMA)

ANNEX E

FLOODING AND DAM FAILURE

**City of Providence
EMERGENCY OPERATIONS PLAN
February 2015**

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ANNEX E

FLOODING AND DAM FAILURE

SECTION 1.0 PURPOSE

The purpose of this attachment is to develop a consequence management plan for preparing, responding to and recovering from the effects of a flood or dam failure in the City of Providence.

SECTION 2.0 SPECIFIC HAZARDS

Flooding occurs in Providence when saturated land is inundated with water (or flowing mud).

Flooding may result from:

- Bodies of water overflowing their banks, including dams, etc.
- Structural failure of dams
- Rapid accumulation of runoff or surface water
- Hurricane-caused storm surges
- Earthquake-caused tsunamis
- Coastal flooding and erosion

Typically, the 2 parameters of most concern for flood planning are:

- Suddenness of onset
 - Flash floods
 - Dam failures
- Flood elevation in relation to
 - Topography
 - Structures

Other factors contributing to damage are:

- Velocity or “energy” of moving water
- Debris carried by the water
- Extended duration of flood conditions

2.1 RIVERS, STREAMS, AND DRAINAGE SYSTEMS

Providence considers the risk of flooding of rivers, streams, and drainage systems to be Medium.

2.2 DAMS

Providence considers the risk of flooding due to the failure of dams located in and near the city as Low.

Failure of the following dams in or around Providence could result in the loss of life and/or property in the city. Each dam is rated in accordance with the following definitions:

- **High hazard** – Failure of the dam would most probably result in the loss of more than a few lives and extensive property damage.
- **Significant hazard** – Failure of the dam could possibly result in the loss of life and appreciable property damage.

- **Low hazard** – Failure of the dam would result in no apparent loss of life and only minimal or no property damage.

The results of the consequential flooding from the following dam failures are rated by the City of Providence as follows:

- **Significant Hazard Dams**
Canada Upper Pond
- **Low Hazard Dams**
Wanskuck Pond
Geneva Pond
Mashapaug Pond
Rising Sun Pond
Atlantic Mills Pond
Cunliff Pond
Whipple Pond
Paragon Pond
Manton Mill Pond
Canada Lower Pond

2.3 STEEP TOPOGRAPHY

Steep topography can result in flooding risks to the lower elevations due to increased runoff water velocity and debris flow. Increasing the risk are factors such as a lack of vegetation and paving which reduce water absorption. Providence considers the risk of flooding caused by steep topography to be Low.

2.4 COASTAL FLOODING

Coastal Flooding can be caused by a number of factors. Providence considers the risk of coastal flooding to be Low.

SECTION 3.0 SITUATION AND ASSUMPTIONS

3.1 SITUATION

The City of Providence has conducted a Hazard Identification and Analysis program. The hazards to Providence are identified in the Basic Plan. Flooding and Dam Failure has been so identified and is addressed in this Attachment.

3.1.1 Historically Flood Prone Areas

The following areas have historically been flood prone:

- Waterplace Park
- Engine 14 Atwells Avenue
- Valley Street area
-

3.1.2 National Flood Insurance Program (NFIP)

Providence participates in the NFIP. NFIP statistics for Providence are:

- 241 insured properties
- 74 properties in the identified flood plains

3.1.3 Areas Vulnerable To Dam Failures

The following areas are vulnerable to flooding due to dam failures

- None

3.1.4 Flooding Maps

NFIP Maps document the areas of Providence which are normally subjected to flooding. These maps are maintained by the City of Providence under separate cover.

3.2 ASSUMPTIONS

3.2.1 Dam Failure

It must be assumed that dams could fail in association with other disasters such as hurricanes and flooding.

SECTION 4.0 CONCEPT OF OPERATIONS (UNIQUE PLANNING CONSIDERATIONS)

This section includes modifications to the City of Providence's emergency operations procedures as identified in the Basic Plan and Annexes A – I. These modifiers provide unique concepts for responding to a flood or dam failure. These actions may be supplemented by specific Standing Orders, SOPs and Checklists developed by Providence's Emergency Response Team (ERT). Appendix 3 contains (or references) these documents.

4.1 DIRECTION AND CONTROL

- Identify emergency conditions threatening a dam
- Expedite effective response actions to prevent dam failure
- Monitor conditions at high risk dams to issue warnings, if needed
- Identify emergency conditions that could result in flooding
- Expedite effective response actions to prevent flooding if possible
- Monitor conditions at flood prone areas to issue warnings, if needed

4.2 COMMUNICATIONS

Make alternate plans for any municipal communications systems that might be disrupted during floods or dam failure.

4.3 WARNING

Make alternate plans for any municipal warning systems that might be disrupted during floods or dam failure.

4.4 EMERGENCY PUBLIC INFORMATION

Prepare maps of flood prone areas or areas at risk from dam failure for distribution to the media.

4.5 EVACUATION

Ensure evacuation routes do not go through identified flood prone areas.

4.6 MASS CARE

Mass Care Facilities are not located in flood zones. There are no unique planning considerations.

4.7 HEALTH AND MEDICAL

Floods always introduce Health and Medical issues, mainly contamination of drinking water, insects, and sanitation issues.

4.8 RESOURCE MANAGEMENT

- Obtain a labor force, supplies, and equipment to perform flood fighting tasks (filling sandbags, door-to-door evacuation notification, etc.)
- Arrange the use of and prepare boats and other equipment for water rescue operations

4.9 RESPONDER ROLES AND RESPONSIBILITIES

Any specific Responder Roles and Responsibilities identified in departmental SOPs and in Annex H should be considered during a flood or dam failure. Additional considerations for all functions and departments are identified below.

4.10 OTHER OPERATIONAL CONSIDERATIONS

No unique planning considerations.

4.11 INTER-JURISDICTIONAL RELATIONSHIPS

Specific Mutual Aid Agreements and/or Memorandums of Understanding developed between response organizations in the City of Providence and other municipalities or state agencies may be included in Appendix 4.

SECTION 5.0 ORGANIZATIONS AND ASSIGNMENT OF RESPONSIBILITIES

An effective response to a flood or dam failure will capitalize on many of the assignments and responsibilities identified in this EOP, particularly Annex H, Responder Roles and Responsibilities. Local, state or federal organizations may assume additional roles during a disaster.

SECTION 6.0 ADMINISTRATION AND LOGISTICS

Support efforts required as part of responding to a flood or dam failure in the City of Providence are covered by administration and logistics functions listed in the Basic Plan and Annexes A – I.

Most support efforts required as part of responding to a flood or dam failure in the City of Providence are covered by administration and logistics functions listed in the Basic Plan and Annexes A – I. Additional support efforts are outlined below.

6.1 ADMINISTRATION

- Ensure proper records of hours worked and volunteered are kept.

6.2 LOGISTICS

- Obtain a labor force, supplies, and equipment to perform flood fighting tasks (filling sandbags, door-to-door evacuation notification, etc.).
- Make arrangements for potable water
- Other equipment

SECTION 7.0 PLAN DEVELOPMENT AND MAINTENANCE

The primary responsibility for coordinating any revision of this Attachment belongs to the Emergency Management Director, who is charged with keeping the Appendices current, and ensuring that SOPs and other necessary documents are maintained. The plan shall be reviewed annually, or following any exercise or activation of the plan that identifies where potential improvements can be made.

SECTION 8.0 AUTHORITY AND REFERENCES

8.1 AUTHORITY

8.1.1 Federal

- *Homeland Security Act of 2002*, Establishes Department of Homeland Security (DHS)
- *The Robert T. Stafford Disaster Relief Act*, Public Law 93-288, as amended

8.1.2 State

- General Laws of Rhode Island, Title 30, Chapter 30-15, as amended

8.1.3 Local

- This Flooding And Dam Failure Attachment is authorized under the auspices of the City of Providence's Basic Emergency Operations Plan

8.2 REFERENCES

- *Emergency Operations Plan, State of Rhode Island*, Rhode Island Emergency Management Agency (RIEMA)
- National Flood Insurance Rate Maps (FIRM) and Flood Hazard Boundary Maps (FHBM)
- *RI Governor's Task Force on Dam Safety and Maintenance*, Final Report January 2001
- RI DEM Web Site <<http://www.state.ri.us/dem/>>
- RI Critical Resources Atlas < <http://www.edc.uri.edu/riatlas/>>
- The Multi-Hazard Mapping Initiative – MMI < <http://www.hazardmaps.gov/atlas.php> >
- *Reducing Losses in High Risk Flood Hazard Areas: A Guidebook for Local Officials*; FEMA

- Federal Guidelines for Dam Safety: Emergency Action Planning for Dam Owners, FEMA, Interagency Committee on Dam Safety, October 1998, FEMA 64
- Federal Guidelines for Dam Safety: Hazard Potential Classification Systems for Dams, FEMA, Interagency Committee on Dam Safety, October 1998, FEMA 333
- Federal Guidelines for Dam Safety: Selecting and Accommodating Inflow Design Floods for Dams, FEMA, Interagency Committee on Dam Safety, October 1998, FEMA 94
- Natural Resources Conservation Service, Dept. of Agriculture
www.nrcs.usda.gov (Formerly US Soil Conservation Service) Soil Survey for *State of Rhode Island*, 1981

ANNEX F

RADIOLOGICAL HAZARDS

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ANNEX F

RADIOLOGICAL HAZARDS

1.0 PURPOSE

The purpose of this attachment is to develop a consequence management plan for preparing, responding to, and recovering from the effects of a Radiological Accident in the City of Providence.

2.0 SPECIFIC HAZARDS

This attachment deals with the unique problems associated with radioactive materials that are transported and used in Providence. Radioactive materials are used for medical purposes and by industry. Terrorism and WMD incidents involving radioactive materials are covered separately (see WMD Terrorism Annex C).

2.1 RADIOLOGICAL RELEASE

The risk of a radiological release and the probability of contamination during transport or use of radioactive materials in the City of Providence is a **MODERATE** risk.

3.0 SITUATION & ASSUMPTIONS

3.1 SITUATION

- The Incident Command System (ICS) will be used in all responses to radiation incidents
- Hundreds of shipments of radioactive material travel on planes, trains and the highways every day as indicated by transportation documents
- It is impossible to detect radioactivity without measuring equipment. A current inventory of radiological monitoring equipment is maintained in Attachment 3
- Without proper monitoring equipment, it is difficult to determine exclusion zones for the safety of first responders and the public
- Some gamma radiation is so lethal that if the source is exposed, there could be immediate danger to human life
- Portable radiological response equipment provided by the State does not indicate the presence of alpha; only beta and gamma emitters
- Rhode Island Emergency Management Agency and the Department of Health possess more sophisticated equipment, including alpha detectors and should be notified of any accident involving radioactive materials
- There are no Nuclear Power generating plants in Rhode Island. Currently, there is one Nuclear Research Reactor located in the Narragansett area
 - Rhode Island is within the 50 mile ingestion pathway Emergency Planning Zones of nuclear power plants located in Connecticut and Massachusetts

- Emergency planning is mandated by the Nuclear Regulatory Commission (NRC) for areas within an ingestion pathway
- A separately promulgated State of Rhode Island Ingestion Pathway Plan addresses any release from power plants
- This Radiological Hazards Annex is focused on other radiological accidents that may face the community

3.2 ASSUMPTIONS

- The odds of an accident occurring are increased due to the widespread use of radiation, primarily in health care
- Radioactive materials are also used in industry and in highway construction to measure the thickness of roads being paved
- Routes commonly used to transport materials within the City of Providence include the following major highways:
 - Route 6
 - Route 7
 - Route 10
 - Route 44
 - Route 95
 - Route 195
- Since radioactive material is routinely transported, RILETS notification of police escorted shipments is unusual
- Only Radiological Response Training (RRT) qualified first responders participate in the removal or containment of gamma radiation incidents
- First responders not trained in RRT are excluded from the HOT ZONE established by the Incident Commander (IC)
- First responders read shipping papers accompanying radiological shipments to determine if dose rates could be lethal
- When in doubt, first responders should minimize exposure time by maintaining adequate distance and shielding from the radiation source and seek assistance from state agencies
- Particularly short-lived radio-nuclides used to treat thyroid and other conditions must be replaced constantly, resulting in frequent shipments
- Longer lived Gamma radiation pellets are regularly shipped to hospitals and treatment centers
- There will be elevated public concern about any accident or incident involving radioactive materials

4.0 CONCEPT OF OPERATIONS (UNIQUE PLANNING CONSIDERATIONS)

This section includes modifications to the City of Providence's emergency operations procedures as identified in the Basic Plan and ESF Appendices. These modifiers provide unique concepts for responding to a radiological incident. These actions may be supplemented by specific Standing Orders, SOPs and Checklists developed by *Providence's* Emergency Response Team (ERT). Attachment 4 contains (or references) these documents.

4.1 DIRECTION AND CONTROL

Radiological accidents generally will not require activation of the EOC. If the IC determines the EOC should be opened, SOPs for the use of the EOC will be activated.

4.2 EMERGENCY COMMUNICATIONS

Radiological accident response uses City of Providence communications systems as described in ESF 2.

4.3 WARNING

Should the accident require warning of local residents, ESF 15 will disseminate the necessary information.

4.4 EMERGENCY PUBLIC INFORMATION

The public must be informed of any danger(s) stemming from an incident involving radioactive materials. The Incident Commander appoints a Public Information Officer (PIO) who understands radiation. The spokesperson explains to the media:

- Exactly what happened
- What is being done about it
- Actions the public should take

Refer to ESF 15 for additional Emergency Public Information functions.

4.5 EVACUATION

Should evacuation be required, ESF 1 and 13 will work to coordinate the necessary actions to be taken.

4.6 MASS CARE

For most incidents, Mass Care Facilities will not be required. However, if they should be activated, ESF 6 should coordinate the opening facilities.

4.7 HEALTH AND MEDICAL

The RI Emergency Management Agency is the lead agency in radiological matters and must be notified of any Radiological Accident. The RI Department of Health is a supporting agency in regards to radiological accident. (See ESF 8).

4.8 RESOURCE MANAGEMENT

Portions of Providence's Resource Management ESF 7 may require activation including:

- Coordinate the installation of barriers
- Arrange transportation for equipment
- Obtain heavy equipment such as front end loaders, dump trucks, etc.
- Obtaining containers for contaminated soil
- Disposition of radioactive material
- Expedient delivery of shielding to lessen radiation exposure in the risk area

4.9 RESPONDER ROLES AND RESPONSIBILITIES

Any specific Responder Roles and Responsibilities identified in the ESF appendices should be considered during a radiological incident. Additional considerations for all functions and departments are identified below:

- Prevent contamination
- Wear protective clothing, including shoe protection
- Prevent inhalation
- Use Self Contained Breathing Apparatus as appropriate
- Limit exposure
- Maintain safe distances as prescribed by the Incident Commander
- Enter Hot Zones for controlled periods of time

4.10 INTER-JURISDICTIONAL RELATIONSHIPS

Specific Mutual Aid Agreements and/or Memorandums of Understanding developed between response organizations in the City of Providence and other municipalities or state agencies may be included in Attachment 5. These agreements are related to specific radiological incident response concerns contained in this attachment.

- Regional HAZMAT teams available to assist Providence which are strategically located throughout the state.
- Assistance from the State EMA is available 24/7 by calling 946-9996
- Assistance from the State RIDOH will be coordinated via RIEMA
- Requests for Federal assistance will be made via RIEMA

5.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

An effective response to a radiological accident will capitalize on many of the assignments and responsibilities identified in this EOP, particularly in the ESF appendices. Additional roles and responsibilities of local, state or federal organizations are outlined below.

5.1 FIRST RESPONDERS

- First Responders will be public safety personnel: i.e.: Police, Fire, HAZMAT Team, EMS
- They use radiation detection equipment to determine the risk to themselves and others

- Ensure victims from radiological accidents are sent only to hospitals equipped to deal with radiation accident victims who may be contaminated
- Consult the North American Emergency Response Guidebook (ERG2004), (packed with each mobile radiological monitoring kit)
 - The guidebook recommended initial response isolation zone distances for radioactive materials
 - In case of fire, there will be a need to determine if airborne vapors contain additional risk
 - Determine direction and height of any vapor cloud that may form, weather conditions and determine the hot zone

5.2 TRANSPORTATION INDUSTRY

- Those transporting radioactive material that could be harmful when released are required to display the radiation symbol using exterior placards. This is prescribed by the US Department of Transportation (See handbook ERG2004).
- Shipping documents list the amount and type of material being transported
- Since radioactive material is a hazardous substance, SARA Title III law requires there be timely notification the State Emergency Response Commission (SERC) and the Local Emergency Planning Committee (LEPC) of an accident. Timely public notification is also required and may necessitate door-to-door notification. When in danger, the public must know exactly what the problem is and what actions to take.

5.3 RI EMERGENCY MANAGEMENT AGENCY

The RI Emergency Management Agency (RIEMA) is the primary state emergency response agency. Its roles include:

- State reporting point for radioactive material incidents
- Respond to incidents
- Education of first responders
- Supplying radiation detection equipment to first responders
- Calibration of radiation detection equipment
- Radioactive Materials present a unique hazard requiring first responders to have specialized Radiological Response Training (RRT) provided by RIEMA
- RRTs have progressed through a rigorous three-step process that includes:
 - Radiological monitoring
 - Awareness training
 - Radiological response exercise including decontamination

The RI Emergency Management Agency (RIEMA) provides sensitive radiation detection equipment to first responders. Equipment on loan from RIEMA is rotated on a two-year cycle to keep freshly calibrated equipment in the field. Those who use the equipment can request more frequent exchange cycles by calling the RIEMA Maintenance and Calibration facility. RIEMA is available to respond with equipment of ultra-high sensitivity to further evaluate suspected radiation accidents and releases.

5.4 RHODE ISLAND DEPARTMENT OF HEALTH

The RI Department of Health (RIDOH) is charged with the evaluation and regulation of radiation hazards:

- Licenses all users and holders of radioactive materials if they have quantities above specific thresholds
- Responds to incident sites with equipment of ultra-high sensitivity to further evaluate suspected radiation accidents and releases
- Regulate the Control of Radiation
- Regulation of x-ray equipment and radioactive materials use
- Advise RIEMA in declared states of emergency

5.5 RHODE ISLAND STATE POLICE

Enforcement of laws, rules, and regulations regarding:

- Pre-notification of radioactive waste shipments
- Transportation of radioactive materials

5.6 RI DIVISION OF PUBLIC UTILITIES AND CARRIERS

Responsible for:

- Motor carrier regulations, insurance-liability, permits
- Regulations for the transportation of radioactive materials
- The Rhode Island Emergency Management Agency will be Notified of High Level Radioactive Waste (HLRW) shipments

5.7 JOINT NUCLEAR ACCIDENT COORDINATING CENTER

The Joint Nuclear Accident Coordinating Center (JNACC) is a combined Defense Special Weapons Agency and Department of Energy centralized agency for exchanging and maintaining information concerned with radiological assistance capabilities and coordinating that assistance in response to an accident or incident involving radioactive materials.

It is a possibility that a nuclear weapons accident could occur in Providence. Nuclear weapons accidents that do not result in detonation occur. Nuclear weapons contain both conventional explosives and highly radioactive nuclear material. The following situation exists:

- Military aircraft may over fly Providence; weapons have been released as the result of crashes
- US Navy ships visit Narragansett Bay and may be armed
- Nuclear submarines are based in nearby Groton, Connecticut
- Weapons could be transported through Providence over land

Any accidents involving military nuclear weapons are to be brought immediately to the attention of the JNACC via the RI State Police or RIEMA.

The use of Nuclear Weapons for terrorism or attack is addressed in Annex C.

5.8 NATIONAL RESPONSE CENTER

The National Response Center (NRC) is the sole federal point of contact for reporting oil and chemical spills including pipeline spills. Should local and State governments feel a situation is beyond their resources, the NRC will in turn notify a Federal On-Scene Coordinator who is the entry point for federal assistance. NRC phone numbers are (800) 424-8802 or (202) 267-2675 (See the Hazardous Materials ESF 10).

5.9 CHEMTREC

The American Chemistry Council provides first responders with immediate access to technical information through its Chemical Transportation Emergency Center (CHEMTREC) at (800) 424-9300. Thousands of manufacturers and shippers rely on CHEMTREC to provide emergency information and technical assistance for their chemical products. Technical information provided includes:

- Data about chemical products involved in a spill
- Guidance to protect first responders and the public
- Information about initial actions required to mitigate an incident

6.0 ADMINISTRATION AND LOGISTICS

Most support efforts required as part of responding to a radiological incident in the City of Providence are covered by administration and logistics functions listed in the Basic Plan and ESF Appendices. Additional support efforts are outlined below.

6.1 ADMINISTRATION

- Generate records and reports concerning a radiological accident
- Retain copies of shipping documents
- Determine which hospitals are equipped and willing to accept victims contaminated with radioactive materials
- Maintain current list of telephone numbers for State HAZMAT and DECON teams and State agencies to be notified

6.2 LOGISTICS

Assistance from Public Works may be required for barricading and shielding assistance. See ESF 7 for addition logistical support that might be needed.

7.0 PLAN DEVELOPMENT AND MAINTENANCE

The primary responsibility for coordinating any revision of this Annex belongs to the Hazardous Materials Officer, who is charged with keeping its attachments current and ensuring that SOPs and other necessary documents are maintained. The plan shall be reviewed annually, or following any exercise or activation of the plan that identifies where potential improvements can be made.

7.1 LESSONS LEARNED

Following any radioactive materials incident, the entire event should be reviewed by all involved to determine if:

- Procedures can be improved
- Equipment was satisfactory
- Decontamination was adequate
- Public & other agencies notification was timely and sufficient
- Improvements can be made to the plan

8.0 AUTHORITY AND REFERENCES

8.1 AUTHORITY

8.1.1 Federal

1. Homeland Security Act of 2002
2. The Robert T. Stafford Disaster Relief Act, Public Law 93-288, as amended
3. 10 CFR 71.73: Notification of RI Division of Public Utilities and Carriers of High Level Radioactive Waste shipments

8.1.2 State

1. General Laws of Rhode Island, Title 30, Chapter 30-15, as amended.
2. RI General Laws Section 23-1.3: Evaluation and Regulation of Radiation Hazards
3. RI Department of Health Regulations for the Control of Radiation, R23-1.3-RAD
4. RI General Laws 31-23-37: Pre-notification of radioactive waste shipments
5. RI General Laws Section 30-15-14 et seq. (Supp. 1987): Primary Emergency Response Agency

8.1.3 Local

This Radiological Annex is authorized under the auspices of the City of Providence's Basic Emergency Operations Plan.

8.2 REFERENCES

1. Emergency Operations Plan, State of Rhode Island, Rhode Island Emergency Management Agency (RIEMA)
2. Guide For All-Hazard Emergency Operations Planning; State and Local Guide (SLG) 101, Washington: FEMA, Sept. 1996
3. RI Dept. of Health listing of Radioactive Materials licensees
4. US DOT Emergency Response Guide ERG2000
5. Chemical Transportation Emergency Center, CHEMTREC, <http://www.chemtrec.com/>
6. National Response Center, <http://www.nrc.uscg.mil/nrchp.html>
7. RI Public Utilities Commission Rules and Regulations for Transportation of Radioactive Materials (1978)

ANNEX G

TERRORISM (WMD)

City of Providence
EMERGENCY OPERATIONS PLAN
February 2015

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ANNEX G TERRORISM (WMD)

1.0 PURPOSE

The purpose of this annex is to establish a comprehensive terrorism contingency plan for a weapon of mass destruction (WMD) incident response that will ensure every location in Providence has response coverage by local, state, and federal teams for the worse most probable scenarios.

This annex:

- Describes the authorities, responsibilities, and capabilities of various state agencies and departments for WMD response
- Provides an organizational framework for state agencies
- Enhances the Providence's Emergency Operations Plan and other annexes by providing a WMD context
- Provides connectivity with state terrorism response contingency plans

State and local governments have primary responsibility in planning for and managing the consequences of a terrorist incident using available resources in the critical hours before Federal assistance can arrive. The information presented in this Annex integrates the Federal, State, and local responses. The National Response Plan (NRP), including its Terrorism Incident Annex provides additional information.

Within Providence there are a number of facilities and population groups that are vulnerable and attractive potential targets for terrorist attacks. No single agency has the authority, expertise, or capacity to act unilaterally in response to threats or acts of terrorism involving cyber-terrorism, -explosive, nuclear, biological, or chemical weapons of mass destruction.

Response to terrorism may be considered in two categories:

- Crisis management includes measures to identify, acquire, and obtain use of resources needed to anticipate, prevent, and/or resolve a threat or act of terrorism. Crisis management is predominantly a law enforcement response. Based on the situation, a crisis management response may be supported by technical operations, and by consequence management, which may operate concurrently.
- Consequence management includes measures to protect public health and safety, restore essential government services and provide emergency relief to government, businesses and individuals affected by the consequences of terrorism. Consequence management is predominantly an emergency management function.

2.0 SPECIFIC HAZARD AND ASSESSMENT OF RISK

2.1 NATURE OF HAZARD

The hazard from a terrorist attack involving Weapons of Mass Destruction (WMD) may be chemical, biological, nuclear /radiological, and/or explosive. The combination of one or more of these hazards may be a possibility. WMD agents can be combined to achieve a synergistic effect—greater in total effect than the sum of their individual effects. They may be combined to achieve both immediate and delayed consequences. Mixed infections or intoxications may occur, thereby complicating or delaying diagnosis. Casualties of multiple agents may exist; casualties may also suffer from multiple effects, such as trauma and burns from an explosion, which exacerbate the likelihood of agent contamination. Attacks may be planned and executed to intentionally harm first responders with secondary devices. Finally, the potential exists for simultaneous, multiple incidents in one or several municipalities.

The Providence has identified the critical facilities within the Providence. Due to the sensitive nature of the information, these lists are maintained by the Providence Police Department and considered For Official Use Only/Law Enforcement Sensitive.

2.1.1 Initial Warning

While specific events may vary, the emergency response and the protocol followed should remain consistent. When an overt WMD incident has occurred, the initial call for help will likely come through the local 911 center. This caller probably will not identify the incident as a terrorist incident, but rather state that there was an explosion, a major “accident,” or a mass casualty event. Information relayed through the dispatcher prior to arrival of first responders on scene, as well as the initial assessment, will provide first responders with the basic data to begin responding to the incident. With increased awareness and training about WMD incidents, dispatchers and first responders should recognize that a WMD incident has occurred. Those in leadership positions should activate appropriate portions of this annex when it becomes obvious or strongly suspected that an incident has been intentionally perpetrated to harm people, compromise the public’s safety and well-being, disrupt essential government services, or damage the area’s economy or environment.

2.1.2 Initial Detection

The initial detection of a WMD terrorist attack will likely occur at the local level by either first responders or private entities (e.g., hospitals, corporations, etc.). Consequently, first responders and members of the medical community—both public and private—must be trained to identify hazardous agents and take appropriate actions. Local emergency first responders and State Health Officials will be relied upon to identify unusual symptoms, patterns of symptom occurrence, and any additional cases of symptoms as the effects spread throughout the community and beyond. Furthermore, first responders must be protected from the hazard prior to treating victims.

The detection of a terrorism incident involving covert biological agents (as well as some chemical agents) will most likely occur through the recognition of similar

symptoms or syndromes by clinicians in hospital or clinical settings. Detection of biological agents could occur days or weeks after exposed individuals have left the site of the release. Instead, the “scene” will shift to public health facilities receiving unusual numbers of patients, the majority of whom will self-transport.

2.1.3 Investigation and Containment of Hazards

Local first responders will provide initial assessment or scene surveillance of a hazard caused by an act of WMD terrorism. It is essential for them to provide timely notification of the incident and accurate information from the scene to the proper local, State, and Federal authorities capable of dealing with and containing the hazard.

2.2 HAZARD AGENTS- WORD MOST PROBABLE WMD ATTACK SCENARIOS

2.2.1 Chemical

This worst most probable scenario would involve the catastrophic, instantaneous release of a legally stored chemical or gas. The assumption is that a terrorist would use explosives to cause a large storage tank to rupture and release hazardous chemicals or gases into the atmosphere. Rhode Island has dozens of such storage tanks containing anhydrous ammonia, chlorine, and liquefied petroleum gas that are located in close proximity to densely populated communities. Under certain environmental conditions, the downwind hazardous plume of the release may reach over 10 miles, impacting potentially thousands of citizens. The incident would overwhelm the local jurisdiction’s resources and the plume could cross over into one or more adjoining communities.

Release Area

Site specific facility response plans developed under SARA Title III contain standard models for estimating the effects of chemical and gas release, including the area affected and consequences to population, resources, and infrastructure. These plans could be extremely valuable should terrorists attack a chemical or gas storage tank at one of these facilities. Providence HAZMAT Officer and each facility maintain a copy of the facility response plan.

The response to the release would parallel a similar accidental release. However, it is very likely that responders would not know if the release were intentional or accidental in the first hours of the response. Therefore, responders must assume these types of incidents are intentionally caused and take appropriate precautions until proven otherwise.

Initial Concerns and Actions

Protection of the Public- The primary protection methods would be evacuation and/or sheltering in place as implemented by the local incident commander (generally the fire chief). This scenario would call for rapid assessment of the product’s danger to life and health, the hazardous extent, determination of the course of action by the

incident commander, notification to the public through emergency broadcast means, and securing the perimeter.

Rescuing and Treating the Injured- Since this may involve responders entering contaminated areas, they must be protected with appropriate skin and respiratory protection, in accordance with OSHA and/or NFPA guidelines, and be provided with the means to transport victims to safe areas for decontamination, triage, and treatment. One could expect the incident commander to call for a HAZMAT and DECON team to assist in the rescue operations and perform victim decontamination. Given the potentially high number of victims and worried well, normal hospital capacity would most likely be overwhelmed.

Security- Since this is a terrorist incident, those responsible may attempt to do further harm to the public or responders through the use of secondary devices or other means. Local law enforcement must join immediately with the incident command to ensure that security is carried out effectively without placing law enforcement personnel in hazardous atmospheres or contaminated areas. Law Enforcement WMD Tactical Teams have been created on a regional basis and are available to Providence. Securing the perimeter is vital in protecting the public, providing access for emergency responder resources, and preserving the crime scene.

Response Organization

Given the extent and gravity of this scenario, local officials would establish a command post near the scene. Response operations should be conducted using the National Incident Management System (NIMS). To support the incident command and to begin to manage the wide-ranging consequences, local officials should activate a local Emergency Operations Center and the state should activate the State Emergency Operations Center. The Governor would declare a state of emergency and federal officials would proceed to the state to undertake their responsibilities for crisis and consequence management under the United States Government Interagency Domestic Terrorism Concept of Operations Plan (ConPlan).

2.2.2 Weapon-ized Chemical or Nerve Agent

This scenario would involve the release of a weapon-ized chemical or nerve agent in a confined space such as an auditorium, arena, or mall. [This scenario would parallel many elements of the 1995 Sarin gas attack on the Tokyo, Japan subway system.] The assumption is that a terrorist would bring a device containing a dispersing mechanism and the weapon-ized agent. The incident would overwhelm the local jurisdiction's resources.

Chemical agents are intended to kill, seriously injure, or incapacitate people through physiological effects. A terrorist incident involving a chemical agent will demand immediate reaction from emergency responders—fire departments, police, hazardous materials (HAZMAT) teams, emergency medical services (EMS), and emergency room staff—who will need appropriate training and adequate equipment. Hazardous chemicals, including industrial chemicals and agents, can be introduced via aerosol devices (e.g., munitions, sprayers, or aerosol generators), breaking containers, or covert dissemination. Such an attack might involve the release of a

chemical warfare agent, such as a nerve or blister agent or an industrial chemical, which may have serious consequences. Some indicators of the possible use of chemical agents are listed in Table 1. Early in an investigation, it may not be obvious whether an outbreak was caused by an infectious agent or a hazardous chemical; however, most chemical attacks will be localized, and their effects will be evident within a few minutes. There are both persistent and non-persistent chemical agents. Persistent agents remain in the affected area for hours, days, or weeks. Non-persistent agents have high evaporation rates, are lighter than air, and disperse rapidly, thereby losing their ability to cause casualties after 10 to 15 minutes, although they may be more persistent in small, unventilated areas.

Table 1- General Indicators of Possible Chemical Agent Use

Stated Threat to Release a Chemical Agent
Unusual Occurrence of Dead or Dying Animals <ul style="list-style-type: none">• For example, lack of insects, dead birds
Unexplained Casualties <ul style="list-style-type: none">• Multiple victims• Surge of similar 911 calls• Serious illnesses• Nausea, disorientation, difficulty breathing, or convulsions• Definite casualty patterns
Unusual Liquid, Spray, or Vapor <ul style="list-style-type: none">• Droplets, oily film• Unexplained odor• Low-lying clouds/fog unrelated to weather
Suspicious Devices or Packages <ul style="list-style-type: none">• Unusual metal debris• Abandoned spray devices• Unexplained munitions

Initial Concerns and Actions

Protection of the Public- Evacuate surrounding buildings, reroute traffic and set a safe perimeter.

Detection- First responding HAZMAT teams should attempt to identify the weaponized agent using basic detection equipment and methods. Rapid assessment of the agent involved will assist in making operational and medical decisions.

Rescuing, Decontaminating and Treating the Injured- Since this may involve responders entering contaminated areas; they must be protected with appropriate skin and respiratory protection and be provided with the means to transport victims to safe areas for decontamination, triage, and treatment. One could expect the incident commander to call for a statewide HAZMAT team assets to assist in the rescue operations and to request the services of the DECON teams in the state.

Given the potentially high number of victims and worried well, the hospital system would be overwhelmed requiring activation of DRAT.

2.2.3 Biological

Recognition of a biological hazard can occur through several methods, including identification of a credible threat, discovery of bioterrorism evidence (devices, agent, clandestine lab), diagnosis (identification of a disease caused by an agent identified as a possible bioterrorism agent), and detection (gathering and interpretation of public health surveillance data). The RI Department of Health Lab maintains laboratory detection capability. Protocols have been established for the response to unknown powder incidents and bio sampling techniques for HAZMAT response teams.

When people are exposed to a pathogen such as anthrax or smallpox, they may not know that they have been exposed, and those who are infected, or subsequently become infected, may not feel sick for some time. This delay between exposure and onset of illness, or incubation period, is characteristic of infectious diseases. The incubation period may range from several hours to a few weeks, depending on the exposure and pathogen. Unlike acute incidents involving explosives or some hazardous chemicals, the initial response to a biological attack on civilians is likely to be made by direct patient care providers and the public health community.

Terrorists could also employ a biological agent that would affect agricultural commodities over a large area (e.g., wheat rust or a virus affecting livestock), potentially devastating the local or even national economy. The response to agricultural bioterrorism would be coordinated through the state Emergency Operations Center.

Responders should be familiar with the characteristics of the biological agents of greatest concern for use in a bioterrorism event. Unlike victims of exposure to chemical or radiological agents, victims of biological agent attack may serve as carriers of the disease with the capability of infecting others (e.g., smallpox, plague). Some indicators of biological attack are given in Table 2.

Table 2- General Indicators of Possible Biological Agent Use

Stated Threat to Release a Biological Agent
• Unusual Occurrence of Dead or Dying Animals
• Unusual Casualties • Unusual illness for region/area • Definite pattern inconsistent with natural disease
• Unusual Liquid, Spray, or Vapor • Spraying and suspicious devices or packages

Worst Most Probable Attack Scenario

This scenario would involve the release into the population of a biological weapon such as anthrax, plague, or smallpox. The assumption is that the attack would not

be recognized until the medical surveillance system detects an unusual number or concentration of patients and the biological agent was identified.

Local and state agencies have the primary responsibility to provide health and medical care assistance; however, in response to a terrorist threat or use of biological agents, numerous Federal agencies, including both Federal public health and medical care assistance, would be needed to provide necessary augmentation and specialized support.

A single biological terrorist incident could cause thousands of casualties requiring medical assistance. The sudden onset of such a large number of victims would overwhelm a State or local medical system, necessitating urgent, time critical assistance from the Federal Government. Additionally, such a biological terrorist incident could pose public health threats related to food, water, air, the health care system, and waste management. Mental health needs require special attention.

Further, the potential exists for single or multiple biological terrorist events in single or multiple municipalities. A multiple bio-terrorism event could overwhelm the combined State and local medical system for an entire region, requiring an urgent and significant coordinated Federal response.

2.2.4 Nuclear/Radiological

The difficulty of responding to a nuclear or radiological incident is compounded by the nature of radiation itself. In an explosion, the fact that radioactive material was involved may or may not be obvious, depending upon the nature of the explosive device used. Unless confirmed by radiological detection equipment, the presence of a radiation hazard is difficult to ascertain. Although many detection devices exist, most are designed to detect specific types and levels of radiation and may not be appropriate for measuring or ruling out the presence of radiological hazards. Table 3 lists some indicators of a radiological release.

Table 3- General Indicators of Possible Nuclear Weapon/Radiological Agent Use

A stated threat to deploy a nuclear or radiological device
• The presence of nuclear or radiological equipment (e.g., spent fuel canisters or nuclear transport vehicles)
• Nuclear placards or warning materials along with otherwise unexplained casualties

Radioactive Contamination

This scenario would involve the explosion of a device containing material radioactive (non-nuclear detonation) in an open municipal or industrial area. The explosion of a Radiological Dispersal Device (RUDD) would spread radioactive material causing contamination. Nuclear reaction does not occur, i.e. a failed nuclear detonation. The impact would be less acute than other WMD, but would render the buildings and

resources in the area unusable and create the potential for long term health effects on those victims exposed to the radiation. The attack could severely impact the economy of an industry or municipality by rendering useless a large number of buildings and facilities. The potential targets for this type of device are innumerable within the state.

The successful response to this scenario would be the early detection and determination that the exploded device contained radioactive material. This early detection would ensure responders donned proper personal protection equipment and victims in the area received proper decontamination and medical care.

The scenarios constituting an intentional nuclear/radiological emergency include the following:

- Use of an Improvised Nuclear Device (IN) includes any explosive device designed to cause a nuclear yield. Depending on the type of trigger device used, either uranium or plutonium isotopes can fuel these devices. While “weapons-grade” material increases the efficiency of a given device, materials of less than weapons grade can still be used.
- Use of a Radiological Dispersal Device (RUDD) includes any explosive device utilized to spread radioactive material upon detonation. Any improvised explosive device could be used by placing it in close proximity to radioactive material.
- Use of a Simple RUDD that spreads radiological material without the use of an explosive. Any nuclear material (including medical isotopes or waste) can be used in this manner.

The incident would overwhelm Providence’s resources.

Initial Concerns and Actions

Protection of the Public - Rapidly detect the presence of radioactive material. Set an appropriate perimeter and evacuate.

Rescuing and Treating the Injured- The only injuries may be from the explosive blast and may be limited. The greater number of victims may not have any acute distress, but will need to be decontaminated, given initial medical treatment, and documented.

Security- Perimeter security must be established for crime scene preservation and protection of the public. A sweep of the area must be conducted for secondary device detection.

Response Plans

There are presently two Radiological Emergency Response Plans: (1) Annex B of this plan, Radiological Hazards, and (2) the State of Rhode Island Radiological Emergency Response Plan for the Ingestion Exposure Pathway. The use of either

or both of them will depend on the type of explosion, radiological material utilized and severity.

2.2.5 Conventional Explosive Devices

The easiest to obtain and use of all weapons is still a conventional explosive device, or improvised bomb, which may be used to cause massive local destruction or to disperse chemical, biological, or radiological agents. The components are readily available, as are detailed instructions to construct such a device. Improvised explosive devices are categorized as being explosive or incendiary, employing high or low filler explosive materials to explode and/or cause fires. Bombs and firebombs are cheap and easily constructed, involve low technology, and are the terrorist weapon most likely to be encountered. Large, powerful devices can be outfitted with timed or remotely triggered detonators and can be designed to be activated by light, pressure, movement, or radio transmission. The potential exists for single or multiple bombing incidents in single or multiple municipalities. Historically, less than five percent of actual or attempted bombings were preceded by a threat. Explosive materials can be employed covertly with little signature, and are not readily detectable. Secondary devices may be targeted against responders.

This scenario would involve the use of high explosives or incendiaries to destroy or severely damage a high occupancy building resulting in a large number of dead, injured or trapped victims (this scenario would parallel many elements of the 1995 bombing of the Alfred P. Murrah Federal building in Oklahoma City).

Initial Concerns and Actions

Rescuing and Treating the Injured- Responders can expect minor injuries on the perimeter of the explosion, with more seriously injured and dead closer to the epicenter of the blast. The explosion may result in fires, collapsed buildings and weakened structures. Attempts should immediately be made to secure electrical power lines and natural gas lines. Locating and rescuing the trapped and incapacitated may need the assistance of the specialists in urban search and rescue who bring heavy lift debris removal equipment, engineering structural specialists and search dogs.

Detection- Trained HAZMAT teams will need to sample and test to determine and confirm that the attack did not contain chemical or radiological elements.

Security- Perimeter security is required for crime scene preservation and protection of the public. First responders must be aware of the potential for secondary explosive devices.

3.0 SITUATION AND ASSUMPTIONS

3.1 SITUATION

World events have clearly shown that terrorism can occur any time, in any community for no plausible reason. Therefore, an act of terrorism in Providence is as likely, as in any other community. Reasonable measures have been taken to

prevent any such occurrence. However, the ease of simple acts of terrorism makes them nearly impossible to stop.

3.2 ASSUMPTIONS

- First responder (e.g., local emergency or law enforcement personnel) or health and medical personnel will in most cases initially detect and evaluate the potential or actual incident, assess casualties (if any), and determine whether assistance is required. The better prepared the first responders are, the more lives will likely be saved and the incident mitigated.
- Providence will most likely be overwhelmed by the incident requiring extensive mutual aid and State support. The RI Emergency Management Agency and the State Emergency Response Team will mobilize to the extent necessary to meet the threat and the resource and coordination needs.
- The incident may require Federal support. To ensure that there is one overall Lead Federal Agency (LFA), the Federal Emergency Management Agency (FEMA) is authorized to support the Department of Justice (DOJ) (as delegated to the Federal Bureau of Investigation [FBI]) until the Attorney General transfers the overall LFA role to FEMA. (Source: FRP, Terrorism Incident Annex) In addition, FEMA is designated as the lead agency for consequence management within the United States and its territories. FEMA retains authority and responsibility to act as the lead agency for consequence management throughout the Federal response. In this capacity, FEMA will coordinate Federal assistance requested through State authorities using normal NRP mechanisms.

4.0 CONCEPT OF OPERATIONS

4.1 INITIAL RESPONSE OPERATIONS

This section explains Providence overall concept of operations for responding to a Weapons of Mass Destruction (WMD) incident.

A basic assumption of the plan is that a WMD incident may quickly overwhelm community resources, routine methods, and local systems. Many WMD scenarios would call for the full mobilization of emergency response resources and support agencies throughout the state and assistance from other states and the federal government. This plan therefore relies upon five layers of response capability that could be brought to bear in a WMD incident. Each layer consists of personnel, equipment, systems, and plans. The extent to which each layer is engaged in the response will depend on the magnitude and complexity of the incident.

As described further below, these layers are:

- Community response
- Community to community support
- State agency response
- State to State support

- Federal assets

4.1.1 Community Response

Critical actions:

- Recognize the weapons of mass destruction incident
- Protect first responders
- Protect the public
- Call for assistance
- Secure the perimeter of the incident area
- Establish Incident Command System/Unified Command System organization.
- Implement local contingency plans
- Activate the local Emergency Operations Center

Local emergency responders will be the first to respond and the first on scene. A successful response will rely upon each community (whether large municipality or small rural town) to properly recognize the WMD incident and to respond to the extent of their capabilities. Even the more rural jurisdictions with minimal full-time staffs and mostly volunteers must react to a WMD event immediately while waiting for outside help. Each jurisdiction (community) must develop a local WMD response annex to their Emergency Operations Plan. The local plan at minimum must describe the proper actions to be taken by first responders of the community and whom to call for help.

The initial responders will be law enforcement, emergency medical services and fire services. A local incident commander, typically operating under the Incident Command System, will be directing the responding agencies from a locally established command post. In addition, a local emergency operations center should be stood up at the pre-designated location to begin to support the resource and information needs of the incident commander and to begin coordination of the management of the incident with the State Emergency Operations Center. When State, Federal, and/or private agencies arrive to assist, the command system and leadership may change.

4.1.2 Community to Community Support

Critical actions:

- Provide needed HAZMAT technical team support
- Provide needed Emergency Medical System support
- Provide needed Law Enforcement augmentation
- Provide needed Mass Victim Decontamination resources
- Provide Mass Casualty Response Trailers

The Southern New England Fire Emergency Assistance Plan ensures that each community in the state has access to mutual aid support. Fully capable teams from the fire and emergency medical services operating under a network of mutual aid agreements provide first responder coverage for the entire state.

4.1.3 State Agency Response

Critical actions:

Provide the following assets to the incident scene as required

- RI State Fire Marshal: Bomb squad
- RI State Police: SWAT & Traffic Management support
- RI Department of Environmental Management: Air & Water sampling, testing, and monitoring
- RI Emergency Management Agency: Mobile Command Post & technical assistance to the Incident Commander

Several state agencies have the capability to respond statewide to support emergency first responder operations. When called upon by the incident commander, these assets can augment the response effort by providing specialized capabilities not necessarily available at the local level. In addition, most state agencies will be activated to staff or support the State Emergency Response Team (SERT) to the level dictated by the emergency.

4.2 UNIQUE PLANNING CONSIDERATIONS

4.2.1 Direction and Control

For WMD incidents other than slowly evolving bio-terrorism incident, the ranking fire officer on scene will most probably act as the Incident Commander (IC) and direct the on-scene operations and coordinate the efforts of all agencies involved in on-site emergency operations related to the incident. The IC will act through the respective agency representatives who will maintain control over their respective forces.

Local first responders from either fire or police will respond to the incident and take steps to establish control of the incident scene(s). The first arriving units must assess the situation for its potential danger to the safety and health of the population in the immediate area. The area must be restricted immediately by law enforcement agencies to provide for the protection of the public and to secure access to the potential crime scene. Make appropriate and rapid notifications to local and State authorities and hospitals.

The Incident Command System (ICS) that was initially established likely will transition into a Unified Command System (UCS) as mutual-aid partners and State and Federal responders arrive to augment the local responders. It is recommended that local, State, and Federal regional law enforcement officials develop consensus “rules of engagement” early in the planning process to smooth the transition from ICS to UCS. This UC structure will facilitate both crisis management and consequence management activities. The UC structure used at the scene will expand as support units and agency representatives arrive to support crisis and consequence management operations. The site of a terrorist incident is a crime

scene as well as a disaster scene, although the protection of lives, health, and safety remains the top priority.

Local, State, and Federal interface with the FBI On-Scene Commander (OSC) is coordinated through the Joint Operations Center (JOC). FEMA (represented in the command group) will recommend joint operational priorities to the FBI based on consultation with the FEMA-led consequence management group in the JOC. The FBI, working with local and State officials in the command group at the JOC, will establish operational priorities.

4.2.2 Communications

Since WMD incidents are the result of criminal acts, the importance of secure communications is higher than during a natural disaster. Those responsible may try to intercept or jam communications to add to the crisis or do inflict further harm to the public or first responders. Responding organizations should assume that their cell phone and radio transmissions are being monitored. For long term consequence management, a communications plan should be drawn up by ESF 2 using Incident Command System protocols.

4.2.3 Alert and Warning

Several probable WMD scenarios may require the rapid notification of the public to alert them of an actual or potential attack. Every incident is different. There may or may not be warning of a potential WMD incident. Factors involved range from intelligence gathered from various law enforcement or intelligence agency sources to an actual notification from the terrorist organization or individual.

4.2.4 Emergency Public Information

Accurate and expedited dissemination of information is critical when a WMD incident has occurred. Preservation of life and property may hinge on instructions and directions given by authorized officials. In the event of a terrorist attack, the public and the media must be provided with accurate and timely information on emergency operations. This information should be provided on multiple-formats, across many media, and in multiple languages to ensure that populations with Accessibility and Functional Needs and non-English speakers are informed. Establishing and maintaining an effective rumor control mechanism will help clarify emergency information for the public. Initial interaction with the media is likely to be implemented by an information officer, as directed by the Incident Commander. To facilitate the release of information, the SERT should establish a Joint Information Center (JIC) comprised of representatives from Federal, State, and local authorities for the purpose of managing the dissemination of information to the public, media, and businesses potentially affected by the incident. An act of terrorism is likely to cause widespread panic, and ongoing communication of accurate and up-to-date information will help calm fears and limit collateral effects of the attack.

4.2.5 In-place Sheltering

An incident involving a large release (potential or actual) of a chemical or gas from an industrial storage facility or of a weapon-ized agent might call for sheltering in place. This decision would be made most probably by the incident command on scene. “In-place sheltering” may be required if the area must be contained because of the need for quarantine or if it is determined to be safer for individuals to remain in place.

4.2.6 Mass Care

ESF 6, Mass Care, under the leadership of the Providence Emergency Management Agency will provide overall coordination. See ESF 6 for tasking and organizational assignments. Also refer to the Rhode Island Mass Casualty Disaster Plan.

The location of mass care facilities will be based partly on the hazard agent involved. Decontamination, if it is necessary, may need to precede sheltering and other needs of the victims to prevent further damage from the hazard agent, either to the victims themselves or to the care providers. A “mid-point” or intermediary station may be needed to move victims out of the way of immediate harm. This would allow responders to provide critical attention (e.g., decontamination and medical services) and general lifesaving support, and then evacuate victims to a mass care location for further attention.

5.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Providence Police and Fire Departments and/or health and medical personnel will respond and identify as necessary. Once a determination is made that a terrorist incident has occurred, required State and Federal notifications must be made immediately. Precautionary measure should immediately be implemented.

6.0 ADMINISTRATION AND LOGISTICS

Administration and Logistics will be handled through normal municipal SOPs and as enumerated in this EOP.

7.0 PLAN DEVELOPMENT AND MAINTENANCE

The primary responsibility for coordinating any revision of this Annex belongs to the Emergency Management Director, who is charged with maintaining all SOPs and other reference documents.

The plan shall be reviewed annually on July 1, or following any exercise or activation of the plan that identifies where potential improvements can be made.

8.0 REFERENCES AND AUTHORITIES

- Government Interagency Domestic Terrorism Concept of Operations Plan (CONPLAN):

- Presidential Decision Directive 39, including the Domestic Guidelines
- Presidential Decision Directive 62
- Robert T. Stafford Disaster Relief and Emergency Assistance Act
National Response Plan, including the Terrorism Incident Annex
- Federal Radiological Emergency Response Plan
- National Oil and Hazardous Substance Pollution Contingency Plan
- HHS Health and Medical Services Support Plan for the Federal Response to
Assets of Chemical/Biological Terrorism
- Chairman of the Joint Chiefs of Staff CONPLAN 0300/0400
- DODD 3025.15 Military Assistance to Civil Authorities
- RI General Laws

ANNEX H

EVACUATION
(PROTECTIVE ACTIONS)

City of Providence
EMERGENCY OPERATIONS PLAN
February 2015

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ANNEX H EVACUATION (PROTECTIVE ACTIONS)

SECTION 1.0 PURPOSE

This Annex contains provisions for the safe and orderly evacuation of people from risk areas to Mass Care Shelters and safety. It is activated when Providence is threatened by hazards which could lead to a disaster.

SECTION 2.0 SITUATION AND ASSUMPTIONS

2.1 SITUATION

The City of Providence has identified and prioritized hazards that can affect the community. These hazards are identified in the Basic Plan and addressed individually in the attachments to this Emergency Operations Plan.

Responsibility for providing citizens with an orderly means of Evacuation lies with the City of Providence.

- Historically, there has been a need to evacuate:
 - Valley Street (Eagle Square)
 - Tuxedo Ave
 - Atlantic Mills, Olneyville
- Signs have been provided by the State Emergency Management Agency to identify evacuation routes which are outside of historical flood plains.
- An evacuation could be conducted any time people are deemed to be at risk.

2.2 ASSUMPTIONS

- Warning messages are provided in a number of formats and media to ensure they are understood by those who are at risk;
- Evacuation of 80 to 95% of the population may only begin when warning messages are made by senior local officials;
- Five to 20% of people at risk will evacuate even before being directed to do so; sometimes referred to as “spontaneous evacuation”;
- Some people will refuse to evacuate regardless of the threat;
- Some owners of companion animals (pets) will refuse to evacuate unless arrangements are made to care for their pets;
- The State Police and RI National Guard may help with evacuation efforts;
- For some weather-related hazards, standard evacuation routes with fixed signage can be used; and
- Should there be little or no warning, the Incident Commander (IC) at a disaster scene may implement evacuation orders.

SECTION 3.0 CONCEPT OF OPERATIONS

This section provides an overview of critical operations related to Evacuation (Protective Actions) in the City of Providence. Specific organizational responsibilities and operational details identified in Standing Orders, Standard Operating Procedures and Checklists developed and maintained by the responsible organizations may be included (or referenced) in the PEMA Reference Library.

3.1 PUBLIC NOTIFICATION

- The Local Warning System (LWS) and other alert systems are used to alert citizens of evacuations, see EPI.
- Procedures for keeping the general public informed of evacuation instructions and routes are contained in Emergency Public Information Plan.

3.2 EVACUATION ROUTES

- This plan addresses evacuating citizens at risk to Mass Care Facilities via the safest possible routes. See the PEMA Reference Library for a list of evacuation routes.
- The city has identified several routes to Mass Care Facilities in safe areas.
- Signs have been provided by the State Emergency Management Agency to identify primary evacuation routes. See the PEMA Reference Library for sign locations.
- Routes leading to open facilities will have to be identified and marked for the public.
- There will be a large number of people who will evacuate to friend's and relative's homes rather than to public facilities. They will find their own routes.

3.3 SPECIAL NEEDS POPULATIONS

- Special needs populations in Providence have been identified and may require transportation;
- Assembly areas in Providence have been identified in each of the 15 wards as needed for those without transportation;
- The Providence Fire Department and EMS and The Providence Police Department will assist persons with Accessibility and Functional Needs in reaching the assembly areas;
- Verbal agreements have been made with the current Providence school bus contract holder to utilize their services for evacuations; and
- Arrangements are being made to determine utilization of RI Public Transit Authority busses for those without transportation and those with Accessibility and Functional Needs.

3.4 DIRECTION AND CONTROL

- The Emergency Response Team at the EOC assesses the need for evacuation;
- The CEO orders any evacuation requiring the use of Mass Care Facilities;
- The ARC or other organizations are notified and Mass Care Facilities are activated;
- The Public Works Department may be directed to erect barriers on streets leading into the evacuated area;
- The Public Works Department may be directed to erect additional signs leading citizens to shelters;
- The Local Warning System and other systems identified in the EPI are used to notify the public of evacuation orders;
- EPI will keep the general public informed and work to control rumors;
- Emergency call lines will be established (with TTY and text capabilities) to provide specific direction to populations that call in for support and guidance;
- Coordination and tracking of evacuation traffic will take place from the EOC; and
- Extra police protection will be provided for evacuated areas.

3.5 INTER-JURISDICTIONAL RELATIONSHIPS

Specific Mutual Aid Agreements and/or Memorandums of Understanding developed between response organizations in the City of Providence and other municipalities or state agencies can be found in the PEMA Reference Library. These agreements are related to the evacuation concerns contained in this annex.

There may be a need to evacuate citizens beyond the city limits. In this case, a host community must be identified. The host community will activate Mass Care Facilities and mark evacuation routes from their city line to the shelters. Law enforcement will be involved in all evacuation decisions made at the EOC and will supervise evacuation routes.

SECTION 4.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

This section describes general Evacuation (Protective Actions) responsibilities that are assigned to tasked personnel and/or organizations. Specific duties and responsibilities detailed in Standing Orders, Standard Operating Procedures and Checklists developed and maintained by responsible organizations may be included (or referenced) in the PEMA Reference Library.

4.1 CHIEF EXECUTIVE OFFICER

- Requires the Evacuation Coordinator to report to the EOC when activated;

- Issues a public statement on the city's evacuation policies; and
- Issues evacuation instructions or orders when appropriate.

4.2 EVACUATION COORDINATOR

- Upon arrival at EOC, assesses situation and makes recommendations to the EM Director on appropriate evacuation options.
 - Selects most appropriate evacuation routes from risk areas to mass care facilities.
 - Reviews pre-designated routes to ensure the roads are open, and evacuation traffic will not conflict with incoming resources
 - Reviews pre-designated routes to verify they are properly marked.
 - Estimates the traffic capacity of these routes.
 - Considers possibility that one-way traffic may be instituted on two-way evacuation routes
 - Prepares an ad hoc evacuation movement control plan
- Works with EPI Officer to advise the public of:
 - Evacuations
 - Mass Care Facility openings
 - Evacuation assembly areas
 - Evacuation routes
 - Updated information
- Coordinates with Public Works for barriers and additional evacuation signs;
- Coordinates with Law Enforcement for traffic control and security;
- Executes prearranged verbal agreements with the electric utility company to disconnect power to evacuated areas as a public safety measure. The city is in the process of obtaining a written agreement; and
- Coordinates with Animal Control for pet care arrangements.

4.3 EMERGENCY MANAGEMENT DIRECTOR

- Reports to the EOC, when directed;
- Makes recommendations to the Mayor regarding evacuation options;
- Briefs ERT regarding evacuation routes to mass care facilities; and
- Coordinates with Animal Control regarding evacuated animals.

4.4 LAW ENFORCEMENT

Provides traffic control and security during evacuation to include:

- Assists in citizen evacuation notification;
- Enforcement of evacuation orders;
- Perimeter control of evacuated areas at inbound route control points:
 - Traffic control
 - Initiates emergency one-way traffic on evacuation routes
 - Maintains traffic flow
 - Allows use of breakdown lanes

- Expedites removal of broken down vehicles blocking evacuation routes
- Provides security for evacuated areas.

4.5 PUBLIC WORKS

- Erects barricades for traffic control;
- Erects barricades to control entry into evacuated areas;
- May install additional signs identifying assembly points and evacuation routes; and
- May assist with transportation.

4.6 PUBLIC INFORMATION OFFICER

Distributes instructions and information to evacuees using all means possible including media briefings:

- Explains what areas must be evacuated and why using maps and other visual aids;
- Reminds evacuees to bring all necessary medicines and supplies;
- Announces Assembly Point locations and pick up schedules;
- Provides directions regarding the choice of evacuation routes;
- Identifies open Mass Care Facilities ensuring sufficient capacity remains; and
- Issues instructions with regard to pets and animals including those left behind.

4.7 MASS CARE COORDINATOR

- Makes preliminary arrangements to open Mass Care Facilities;
- Activates Mass Care Facility Managers and staff when appropriate;
- Provide EOC with immediate reports, when facilities are ready to accept evacuees;
- Opens Mass Care Facilities at the direction of the Mayor; and
- Notifies EM Director when a facility is about to reach its capacity so evacuees can be redirected.

4.8 HEALTH AND MEDICAL COORDINATOR

- Maintains contact with local hospitals, nursing homes and health care facilities to advise them of potential evacuations;
- Updates the EOC ERT regarding the availability of emergency room services. Some emergency rooms may be overwhelmed during a disaster;
- Serves as liaison with DOH regarding health issues during evacuation;
- Serves as liaison with DEM for coordination of environmental issues during evacuation.

4.9 SUPERINTENDENT OF SCHOOLS

- Determines if early school closure is warranted;
- Makes arrangements and announcements for school bus transportation and parental pickup of children;
- Releases school busses for evacuation of the general population; and
- When schools are used as Mass Care Facilities, coordinates dual or sole use (school & shelter vs. shelter only) with the EOC.

4.10 ANIMAL CONTROL OFFICER

- Estimates number of animals that may need evacuation;
- Coordinates the evacuation of farm animals;
- Arranges for livestock trailers that may be required;
- Searches for strays and effects rescues; and
- Acts as liaison with State agencies involved with animal issues.

4.11 ALL TASKED AGENCIES

- Make provisions to protect and secure facilities in the evacuated area;
- Relocate vital supplies from the risk area; and
- Manage the safe and timely evacuation of their staffs.

SECTION 5.0 ADMINISTRATION AND LOGISTICS

This section describes support functions required as part of Evacuation (Protective Actions) activities.

5.1 ADMINISTRATION

- Maintains accurate records of the numbers of people evacuated, and the populations of Mass Care Facilities;
- Records the names and work hours of all persons involved in the evacuation effort, including overtime and the donated hours of volunteers;
- Ensures all paid and volunteer personnel involved in the evacuation function are duly enrolled in the Emergency Management organization and have appropriate identification cards; and
- Generates and maintains maps that depict primary and alternate routes for evacuation and signage placement.

5.2 LOGISTICS

- Arrange and activate bus transportation arrangements for evacuees at assembly points;
- Ensure signs are in place for evacuation routes and assembly areas;

- Arrange priority use of gas and diesel fuel depot for vehicles transporting evacuees. White Fuel serves as a back up to the city's fuel depot;
- Arrange personnel and equipment support for evacuation by the Public Works Department. See Resource Typing; and
- Coordinate with adjoining communities to support cross-border evacuation.

SECTION 6.0 PLAN DEVELOPMENT AND MAINTENANCE

The primary responsibility for coordinating any revision of this Annex belongs to the Emergency Management Director who is charged with keeping Appendices current and ensuring that SOPs and other necessary documents are maintained.

The plan shall be reviewed in accordance with the *Emergency Management Plans Maintenance Policy 2010_02*.

SECTION 7.0 AUTHORITY AND REFERENCES

7.1 AUTHORITY

7.1.1 Federal

- *Homeland Security Act of 2002*, Establishes Department of Homeland Security (DHS)
- *The Robert T. Stafford Disaster Relief Act*, Public Law 93-288, as amended

7.1.2 State

- General Laws of Rhode Island, Title 30, Chapter 30-15, as amended.

7.1.3 Local

- This Evacuation (Protective Actions) Annex is authorized under the auspices of the City of Providence's Basic Emergency Operations Plan.

7.2 REFERENCES

- *Emergency Operations Plan, State of Rhode Island*, Rhode Island Emergency Management Agency (RIEMA)
- *Guide For All-Hazard Emergency Operations Planning; State and Local Guide* (SLG) 101, Washington: FEMA, Sept. 1996

Attachment 1

Declaration of Local Emergency

CITY OF PROVIDENCE
OFFICE OF THE MAYOR

DECLARATION OF LOCAL DISASTER EMERGENCY

WHEREAS, the City of Providence on the _____ day of _____, 20____, has suffered widespread or severe damage, injury, loss of life and/or property (or there is imminent threat of the same) resulting from:

WHEREAS, the Mayor of Providence has determined that extraordinary measures must be taken to alleviate the suffering of people and to protect or rehabilitate property;

NOW THEREFORE, be it proclaimed by the Mayor for the City of Providence:

Section 1 – A state of emergency is declared for the City of Providence.

Section 2 – The city's emergency operations plan has been implemented.

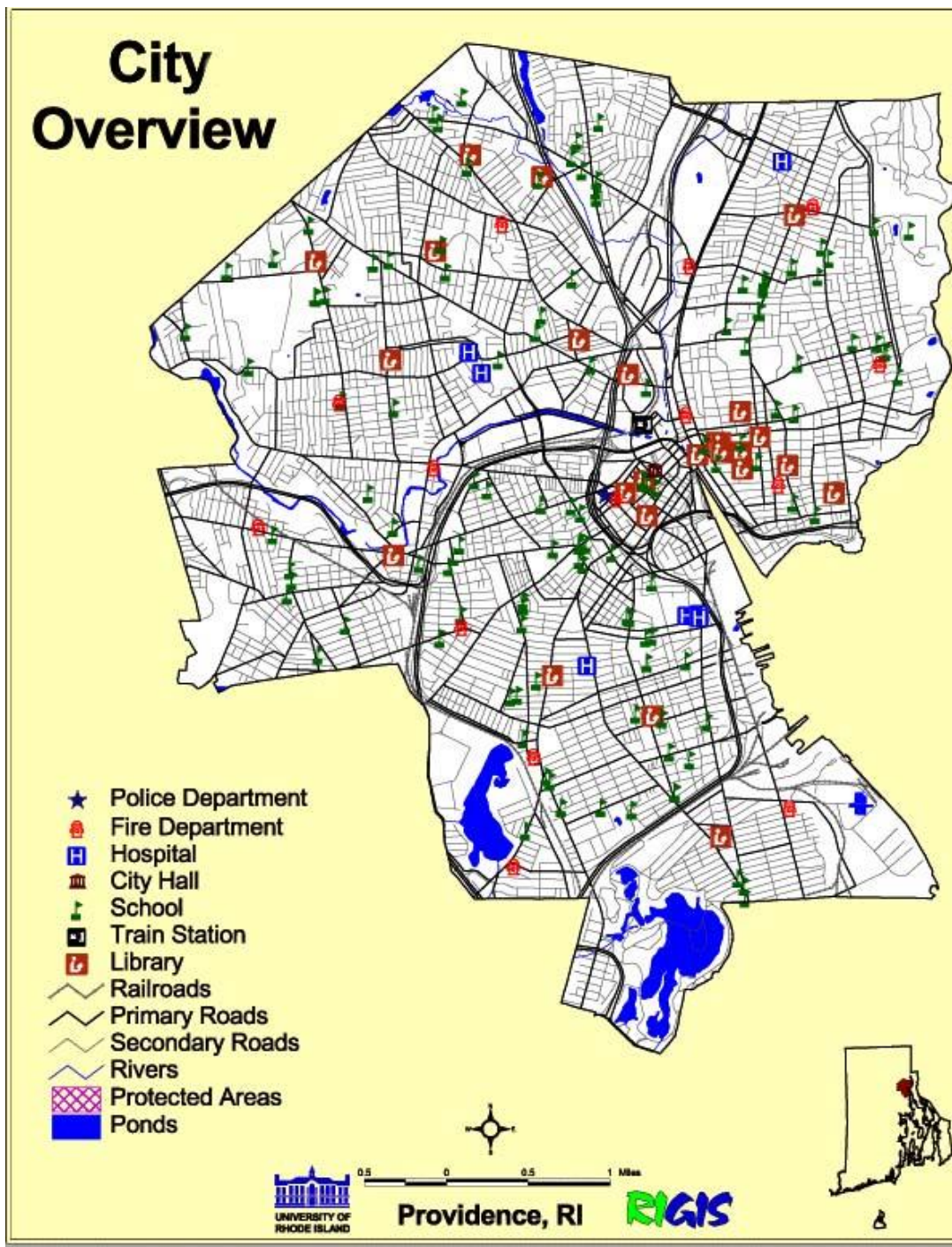
Section 3 – That the state of emergency declaration shall continue for a period of not more than seven (7) days of the date hereof, unless the same is continued by consent of the City Council of Providence, Rhode Island.

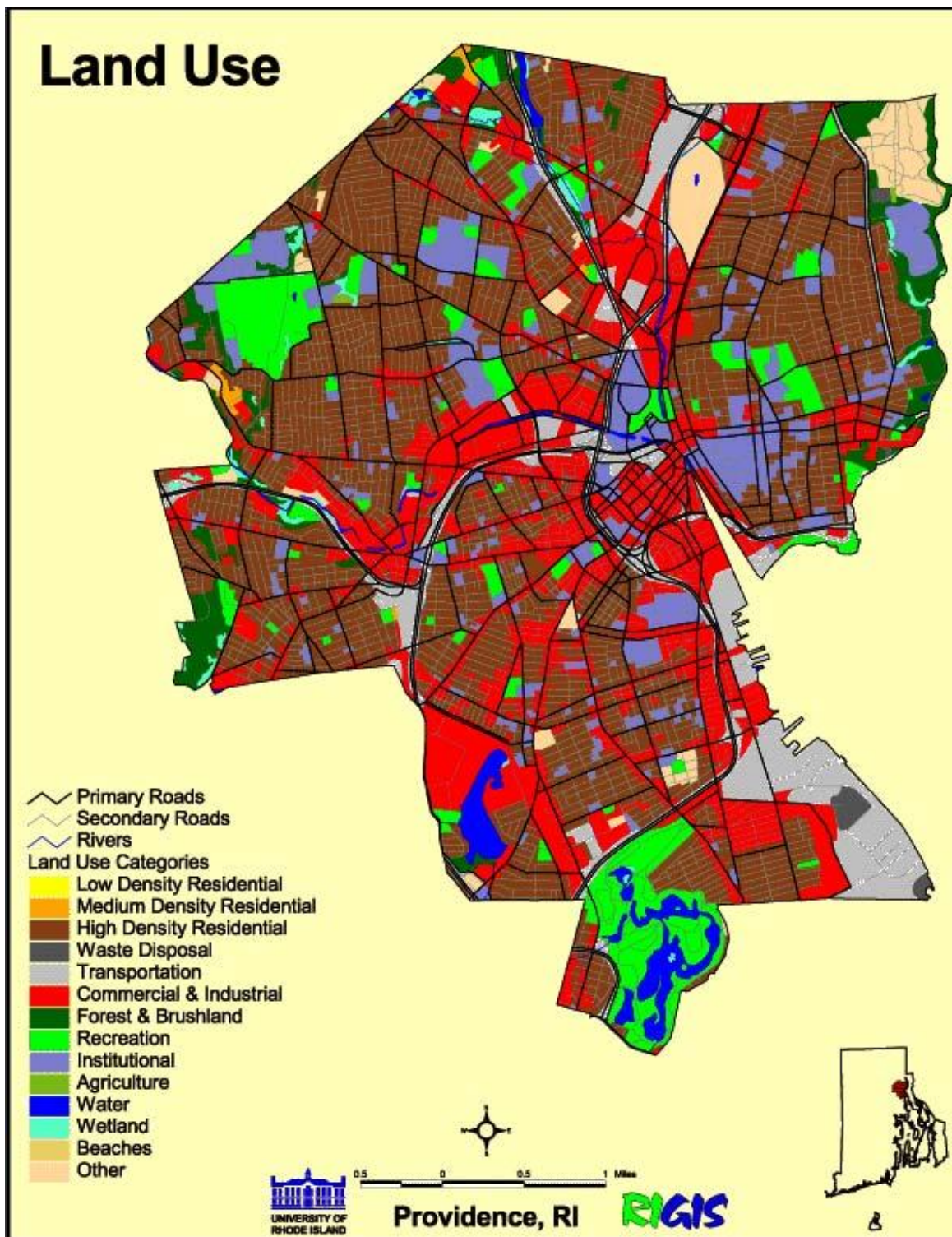
Section 4 – The proclamation shall take effect immediately from and after its issuance.

ORDERED this _____ day of _____, 20_____.

Jorge Elorza Mayor
City of Providence

Attachment 2 Maps







[illegible]

City of Providence Emergency Operations Plan

Internal Auditor	S						S										
Information Technology Department		S															
Operations																	
Department of Public Works (DPW)			P														
DPW Traffic Engineering			S														
DPW Administration			S														
DPW Engineering			S														
DPW Environmental			S														
DPW Highway			S														
DPW Sewer Construction			S														
DPW Maintenance Garage			S														
DPW Finances																	
DPW Training & Development																	
DPW Planning																	
Parks Department (Minus DPW Capability)											P						
Parks Department (DPW Capability)			S								S						
Grounds Maintenance											S						
Providence Forestry											S						
Zoological Services											S						
Parks Programming											S						
Parks Superintendant's Office											S						
North Burial Ground											S						
Roger Williams Park Zoo											S						
Recreation Department																	
Office of Neighborhood Services (ONS)															P		
Fire Department (PFD)				P					P	P							
Fire Administration				S					S	S							
Fire Prevention				S					S	S							
Fire Training				S					S	S							
Police Department (PPD)													P				

City of Providence Emergency Operations Plan

PPD Administration														S				
PPD Uniformed Division														S				
PPD NFOC Division														S				
PPD Internal Investigation & Inspections														S				
PPD Homeland Security														S				
PPD Investigative Division														S				
PPD Animal Control												S						
PPD Information Technology Department		S																
District 7 Patrol																		4
Department of Human Resources						P												
HR Administration																		1B
Human Relations						S												
Human Services						S												
Retirement						S												
Workers Compensation						S												
Prov/Cranston Workers Program (JPTA)						S												
Providence Planning & Development (PD)																P		
Department of Telecommunications		P																
Telecommunications Support Staff																		2
Providence Public School Department (PPSD)								P										
Providence Public School Department Administration								S										
Providence Public School Department Nurses								S										
Providence Water Supply Board													P					
PWSB Chief Engineer's Office													S					
PWSB Training & Development													S					
PWSB Planning													S					
PWSB Finances													S					
PWSB Commercial Services													S					
PWSB Infrastructure Engineering													S					

City of Providence Emergency Operations Plan

Department of Inspections & Standards (DIS)																S			
	DIS Administration															S			
	DIS Structural															S			
	DIS Mechanical, Plumbing, Gas, Electrical															S			
	DIS Zoning & Building Boards															S			
	DIS Code Enforcement & Prosecution															S			
	Arts, Culture & Tourism (ACT)																S		
	City Clerk																S		
	Archives																S		
	Board of Canvassers																S		
	Providence Law Department																S		
	Providence Courts																S		
	Bureau of Licenses																S		
	Providence Emergency Management						P											P	
	Mayor's Staff Administration																		1C
Mayor's Staff Advance Team																		3	
RI Red Cross							A												
CERT																		A	

EOC Support Staff Legend

EOC Admin Staff:

Administration Staff: 1A*

HR Administration: 1B*

Mayor's Staff: 1C*

**assigned department must fill two (2) shifts*

EOC Radio/Communications: 2**

City of Providence Emergency Operations Plan

EOC Driver/Courier: 3**

EOC Security: 4**

**assigned department must fill four(4) shifts*